Oregon Department of Transportation

FACS-STIP User Guide

Traffic-Roadway Section | Delivery & Operations Division

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Oregon Department of Transportation

Delivery & Operations Division – Engineering & Technical Services Branch

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Introduction

The FACS-STIP tool (Features, Attributes and Conditions Survey - Statewide Transportation Improvement Program), originally debuted in 2009. It has continued to evolve over the years based on business need and customer request and will continue to respond to ODOT's data needs. FACS-STIP is the tool approved by FHWA in support of the 1R Program.

What's new? The tool can now be updated dynamically and in collaboration with TransGIS; they share functionality and tools to integrate the application into what you see today. The tools are the same but now it offers more basemaps; additional layers; additional 'go to' and analysis tools - essentially we incorporated the remaining functionality from TransGIS and incorporated it into FACS-STIP to ensure users received the same capabilities between the two except for the unique reporting, commenting and mapping tools that make the tool unique.

The goal is still the same: to improve statewide transportation asset data accessibility and quality and to provide a tool where users can access and communicate new or updated asset information (location, attribute and condition) with one easy to use application.

Who would be interested: anyone needing to view or export asset data, such as asset managers, program managers, project development staff, construction staff, maintenance staff - anyone involved in ODOT efforts to provide a transportation system.

Who can access the tool: It is currently available to anyone with ODOT intranet access.

Please read on to learn how to navigate the FACS-STIP tool and access ODOT asset information.

 **This icon indicates important information.**

Overview of the FACS-STIP Tool

FACS-STIP is a web-based GIS (Geographic Information System) application that was developed to provide easy access to data about transportation assets. The tool consists of two main components: a Map tool and Data to Go.

FACS-STIP Map Tool: This functionality uses GIS software to provide information in a geo-spatial context. Selected asset layers or other related information can be displayed using symbology against base layers. Asset attribute information can be viewed and exported; comments or updated asset inventory information files can be uploaded; summary asset reporting can be viewed.

Data Available:

Structures

- Bridges, structurally deficient bridges, scour critical bridges, review for emergency vehicle loads, review for SHV loads, weight restricted bridges, posted bridges, low clearance bridges, retaining walls, major traffic structures, tunnels.

Drainage

- DFMS culverts (Advanced Inspection), DFMS culverts (From Plans - No Inspection), Stormwater Management Facilities, tidegates.

Equipment Highway

- Signs, signals, flashing beacons, Intelligent Transportation Systems (ITS) - Camera, Intelligent Transportation Systems (ITS) - Signs, Intelligent Transportation Systems (ITS) - Detector Stations, Intelligent Transportation Systems (ITS) - Weather Systems, Weigh-In-Motion (WIM) sites, Automatic Traffic Recorder (ATR) Stations.

Roadway

- Pavement condition, number of lanes, shoulder width and type, lane width.

Roadside

- ADA ramps, ADA pushbutton, ADA corners, approaches - existing, approaches - in process, approaches - non active, sound barrier, marked crosswalks (no connecting ADA ramps), marked crosswalks (connecting ADA ramps), sidewalks, bicycle facilities, traffic barriers.

Freight

- National highway freight routes, OHP freight routes, high clearance routes, reduction review routes, National Network - State, National Network - Non-state.

Rail

- Rail crossings, rail network, state owned railroad right of way, rail bridges, rail mile posts, rail tunnels.

Public Transit

- Park and ride lots, Oregon POINT bus stops (fixed route), Oregon POINT bus routes (fixed route), transit stops (fixed route), transit routes (fixed route), ODOT transit regions.

Traffic Data

- Automatic Traffic Recorder (ATR) Data, Average Annual Daily Traffic (AADT) – State, Average Annual Daily Traffic (AADT) - non-state, Average Annual Daily Traffic (AADT) - future projected (20 years), posted speed, traffic flow (AADT), truck flow (AADT).

Road Network

- Highway mileposts, highway milepoints - tenths, highway milepoints - hundredths, all public roads, all public road names, signed routes, highway connections, highway frontage roads, highway network, highway network - by ODOT highway number.

Classifications

Federal functional class - state, federal functional class – non-state milepoint hundredths, federal functional class - non-state, federal aid eligible road network, OHP expressways, OHP highway classification, National Highway System (NHS) - State, National Highway System (NHS) - non-state, seismic program highways, Oregon scenic bikeways, Oregon scenic byways, Special Transportation Areas (STA): Urban Business Areas (UBA); commercial centers (CC).

Safety

- Fatal and serious injury crashes and SPIS sites for previous five years.

Projects & Needs for Scoping

- Safety scoping projects, fix it priority corridor STIP 2015-2018, fix it priority corridor STIP 2018-2021, fix it priority corridor STIP 2021-2024, STIP 2018-2021 points - current, STIP 2018-2021 lines - current, STIP 2012-2015 points, STIP 2012-2015 segments, STIP 2008-2011 final, STIP 2006-2009 final, ATNI rural unincorporated communities, ADA pushbutton needs, ADA ramp needs, bicycle facility needs, bridge asphalt, bridge rail needs, marked crosswalks (no ramps) needs, marked crosswalks (with ramps) needs, sidewalk needs, traffic barrier needs, traffic barriers (unconnected/unprotected), traffic signal needs, traffic support-sign needs.

Land & Facilities

- Aggregate sites, unstable slopes, ODOT maintenance stations, ODOT facilities, ODOT leased buildings, Faults OGDC v6, Folds OGDC v6, Geologic Unit Map OGDC v6.

Environmental

- Animal incidents, fish barriers, fish passage, FAHP ESA programmatic projects, EPA nonattainment areas and maintenance areas, Oregon wetlands, hydric or wetland soils, climate divisions, average annual precipitation, 6-month 24-hour precipitation (in), 2-year 24-hour precipitation (in), 10-year 24-hour precipitation (in), 25-year 24-hour precipitation (in), 50-year 24-hour precipitation (in), 100-year 24-hour precipitation (in), 500-year 24-hour precipitation (in), 1000-year 24-hour precipitation (in).

Boundaries

- City limits, Federal Aid Urban Boundaries (FAUB), Urban Growth Boundaries (UGB), PLSS (Township & Range), PLSS (Sections), ODOT maintenance districts, ODOT areas, ODOT regions, Area Commissions on Transportation (ACT), Metropolitan Planning Area (MPA), environmental justice, US Congressional Districts, State Senate Districts, State House Districts, bricklayer zones, electrician zones, power equipment operation zones, Travel Oregon regions, zip codes, county boundaries, Lidar point cloud index, Lidar imagery index, USGS quads index.

Tax lots

- Various tax lots within Oregon.

FACS-STIP

- Point comment, line comment, highway network - by LRS.

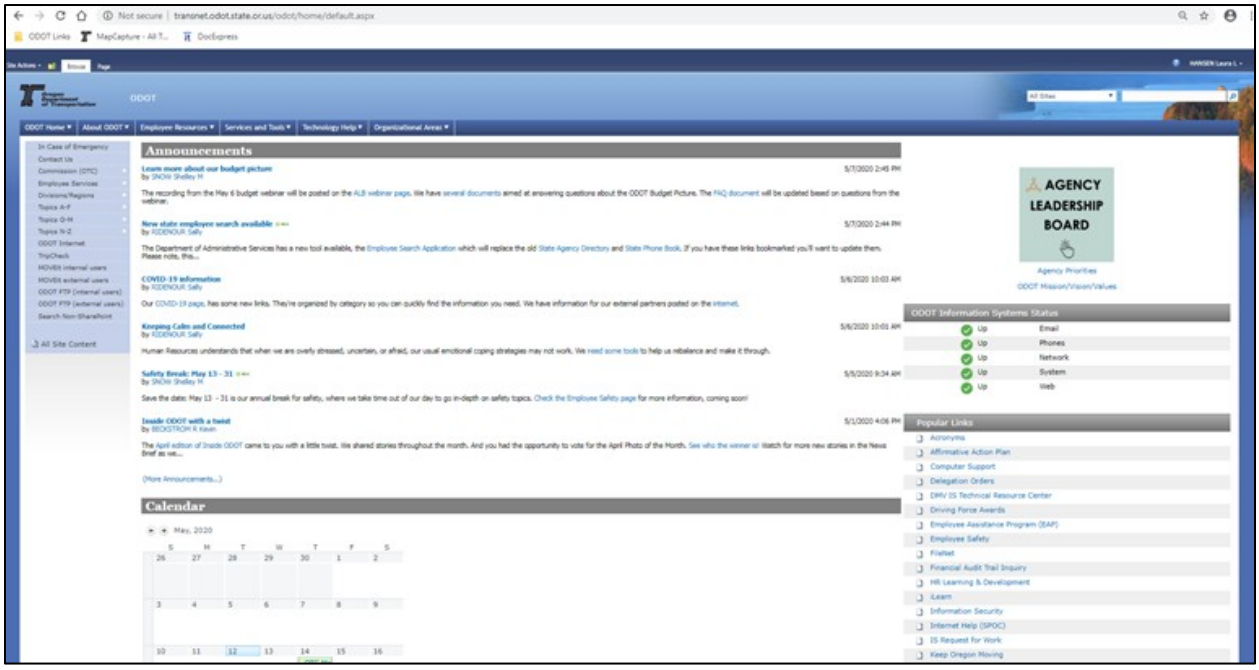
FACS-STIP Data to Go: This functionality is available in both a map and form base. It allows users to view and/or export asset data for a defined area of interest. The area of interest and the assets included are all customizable. The generated asset report can be exported as an Excel worksheet with tabs for each asset included.

Getting Started

The FACS-STIP Tool is easily accessed from any computer connected to ODOT's intranet.

It is recommended that you utilize Chrome rather than Internet Explorer.

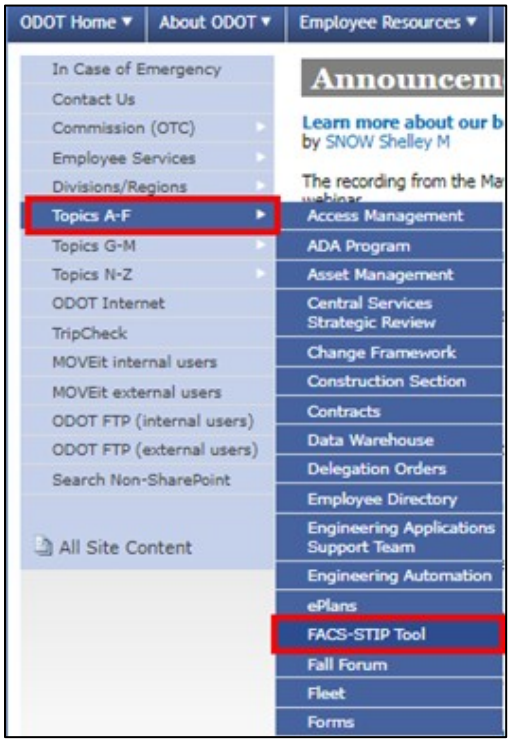
Figure 1: ODOT intranet home page.



1. You can go directly to the Tool OR the tool can be accessed from ODOT's intranet home page.

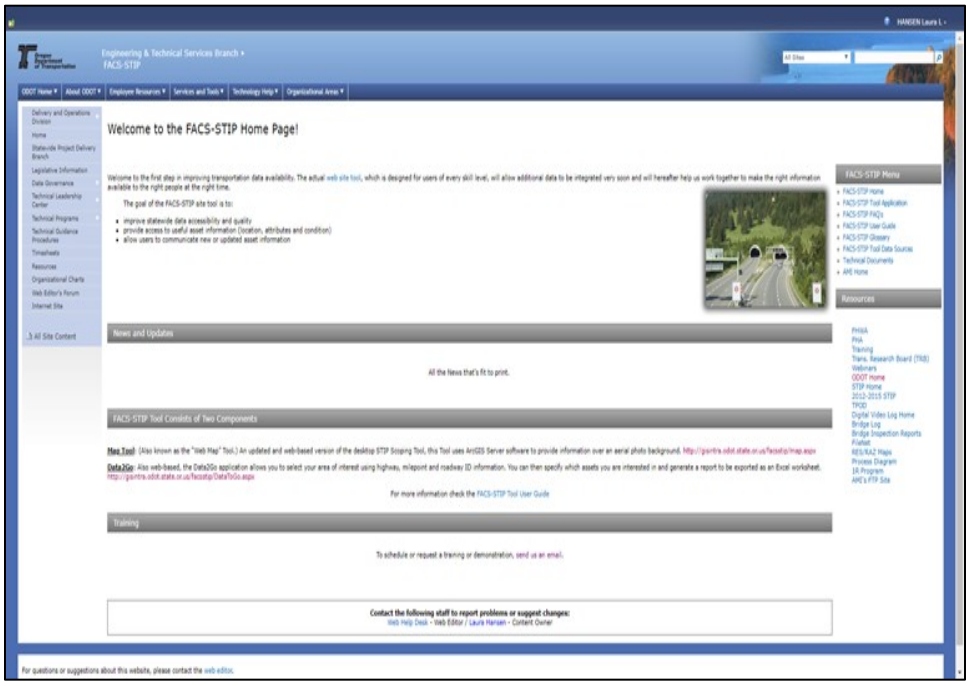
2. Look for 'Topics A-F' in the list in the left navigation pane – hover over 'Topics A-F'
   A. With the mouse scroll down to access the drop-down menu to the right.
   B. Select 'FACS-STIP Tool' from the list to access the Welcome to the FACS-STIP tool home page.

Figure 2: Navigation pane.



3. The FACS-STIP home page will open.

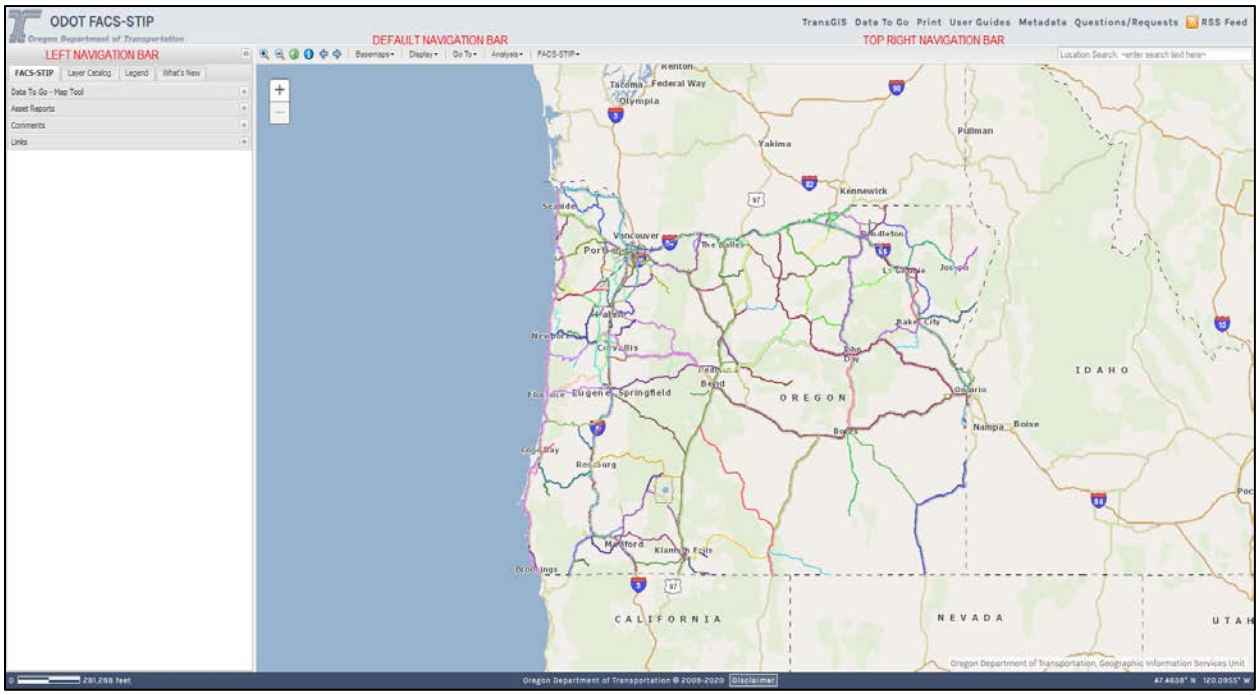
Figure 3: FACS-STIP home page.



4. Select 'FACS-STIP Tool Application' from under the FACS-STIP menu on the right side of the page. Once the tool opens the application will appear.

Figure 4: FACS-STIP menu.

Figure 5: FACS-STIP application.

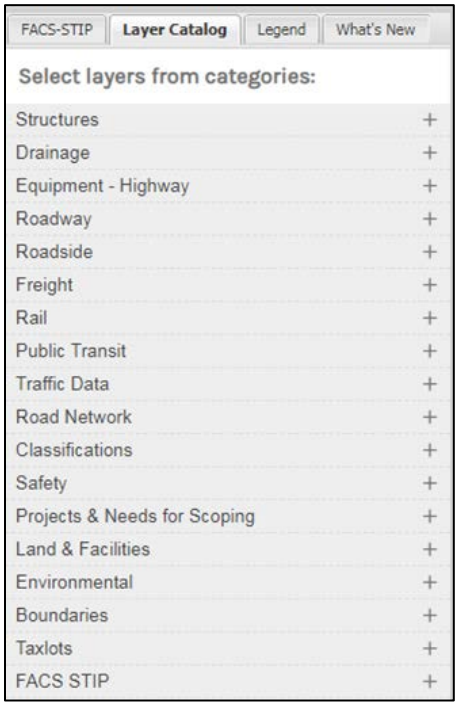


Navigating the FACS-STIP Tool

This will guide you through the use of the various tools and functions that are available in the FACS-STIP tool.

The menu contains many of the FACS-STIP functions in accordion-style navigation. The functions available to users include:

Figure 6: Accordion-style navigation.



What's New: This provides a brief description if there is anything new added within the last twenty-eight (28) days and will be active upon opening the application during that period.

Legend: The legend provides information on symbology for the map layers that are currently active on the map. These include:

Overlay Legend: map feature symbology that is set to display when you add layers from the Layer Catalog to the map.

Basemap Legend: map feature symbology that is set to display by default in the map.

More information can be found in Appendix A.

Layer Catalog: The Layer Catalog is where you turn on or off the additional layers; more information can be found in Appendix A.

FACS-STIP: Data to Go; Map tool; Asset Reports; Comments & Links to other useful ODOT information sources, including 1R/3R Record of Decision form, Transportation Planning Outline Documents (TPOD), Bridge Log, FileNet and RES/RAZ Maps. More information can be found in Appendix A.

Basic tools and functions (default navigation and top right navigation bar) are explained in detail in Appendix A.

Map Tool

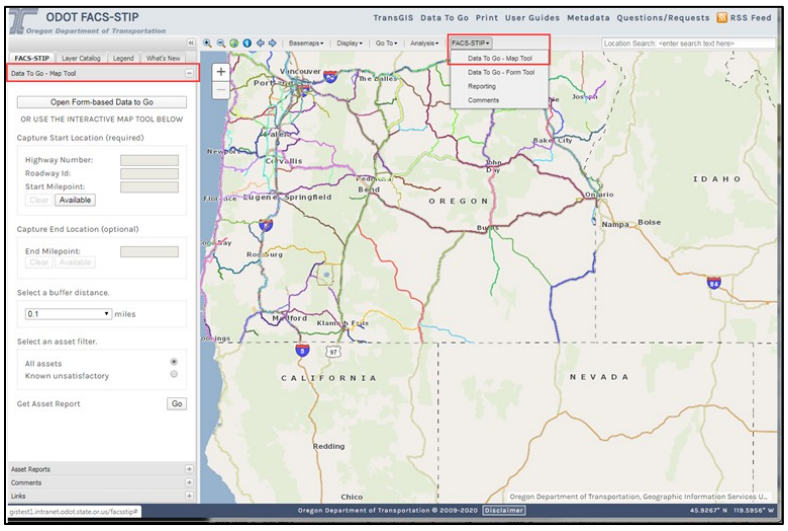
The Map tool is used to navigate to map locations to subsequently view asset information selected by the user. You can access it from a variety of locations:

- FACS-STIP home page.

Figure 7: Map tool on FACS-STIP home page.

- Left panel or top navigation pane.

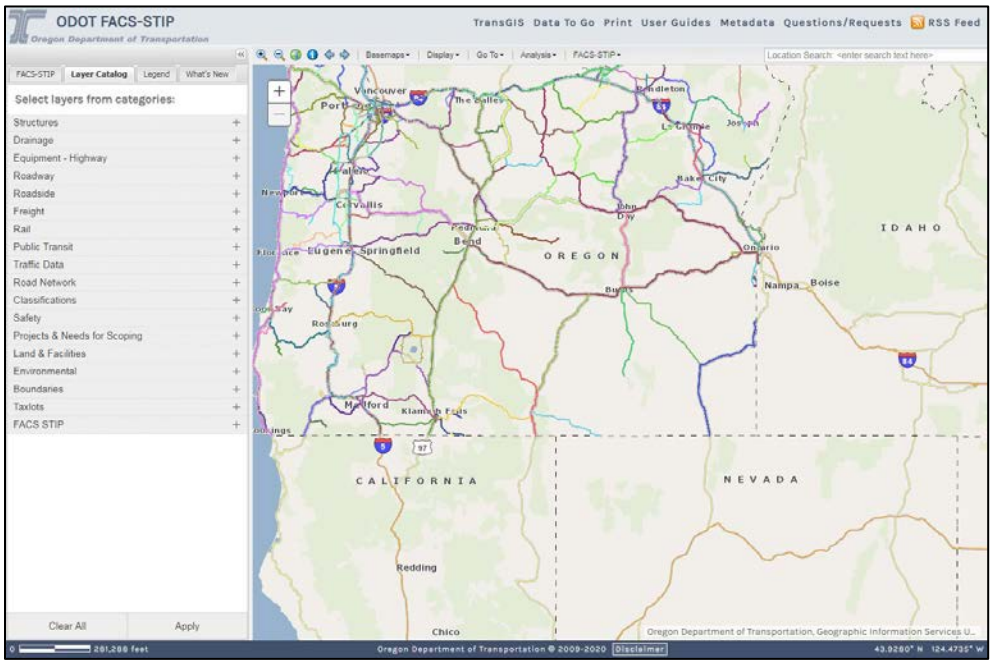
Figure 8: Map tool on left panel or top navigation pane.



Basic Map Functions

The tool uses a basic tab and accordion-style navigation pane.

Figure 9: FACS-STIP main page.



The image is the main page once you open the tool. The Map tool menu contains many of the FACS-STIP functions in accordion-style navigation.

Data to Go

Purpose: Data to Go is a unique FACS-STIP functionality that compiles asset information for a user defined location. The reports can be used for any ODOT purpose that is best informed by data, but is particularly useful for activities like project scoping. FACS-STIP should also be used as part of the 1R/3R decision documentation process required by FHWA.

There are two options for accessing Data to Go:

1. To select their Area of Interest (AOI) visually, using the map interface, use the FACS-STIP Data to Go Map tool menu option in the 'Map Tool.'

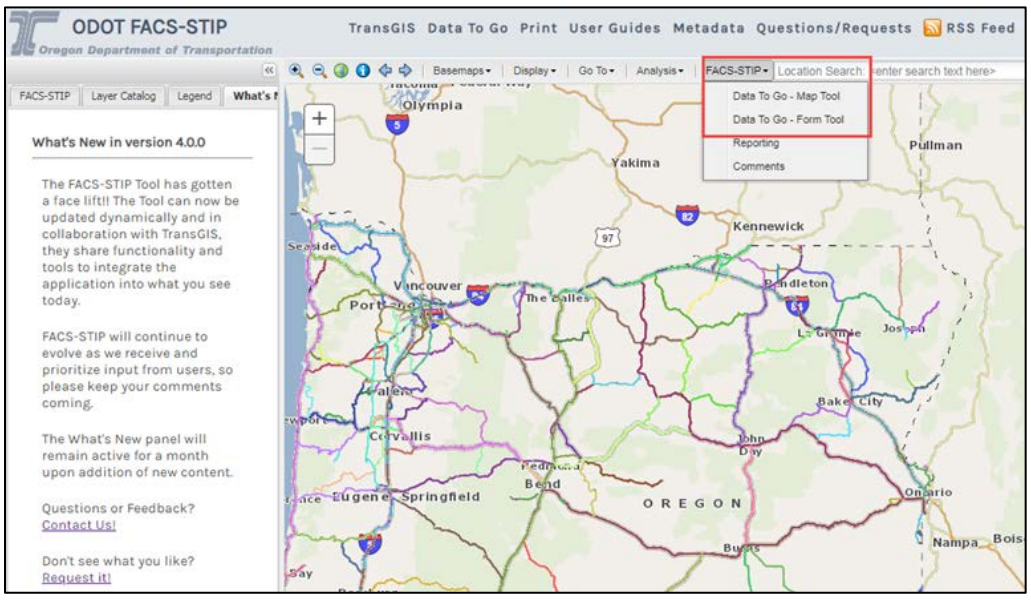
2. To enter exact highway and milepoint information into a form, select the FACS-STIP Data to Go Form Tool.

To access the Data to Go tool navigate from either:

- FACS-STIP home page
- Go directly to FACS-STIP Data to Go

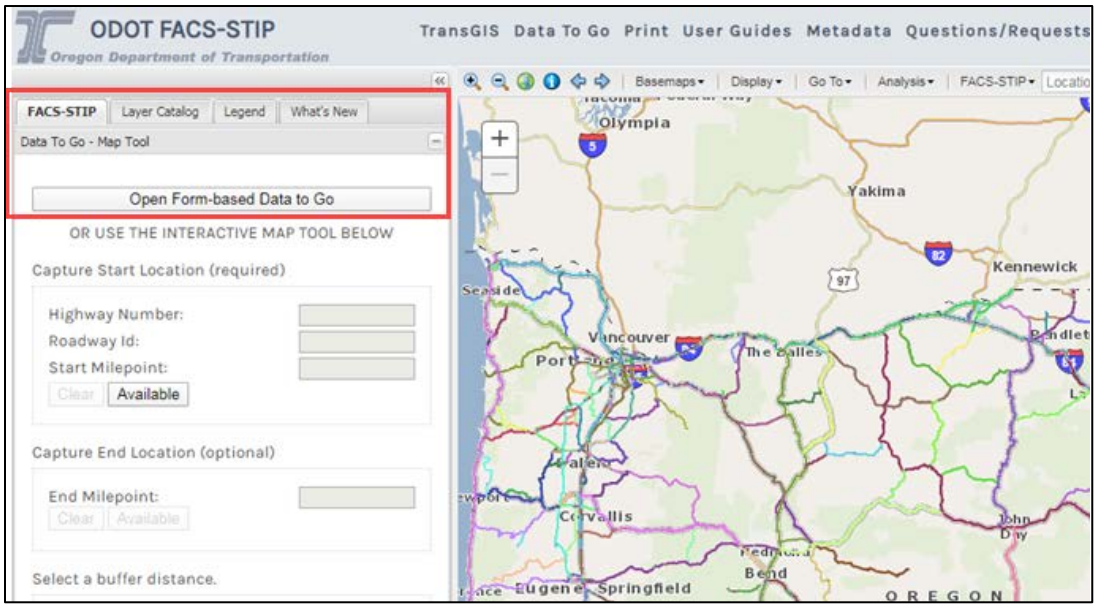
1. Top navigation bar of the FACS-STIP tool.

Figure 10: Top navigation to Data to Go tool.



2. Left panel of the FACS-STIP tool.

Figure 11: Left panel to Data to Go tool.



Regardless of how to access the tool, it will perform the same in all instances.

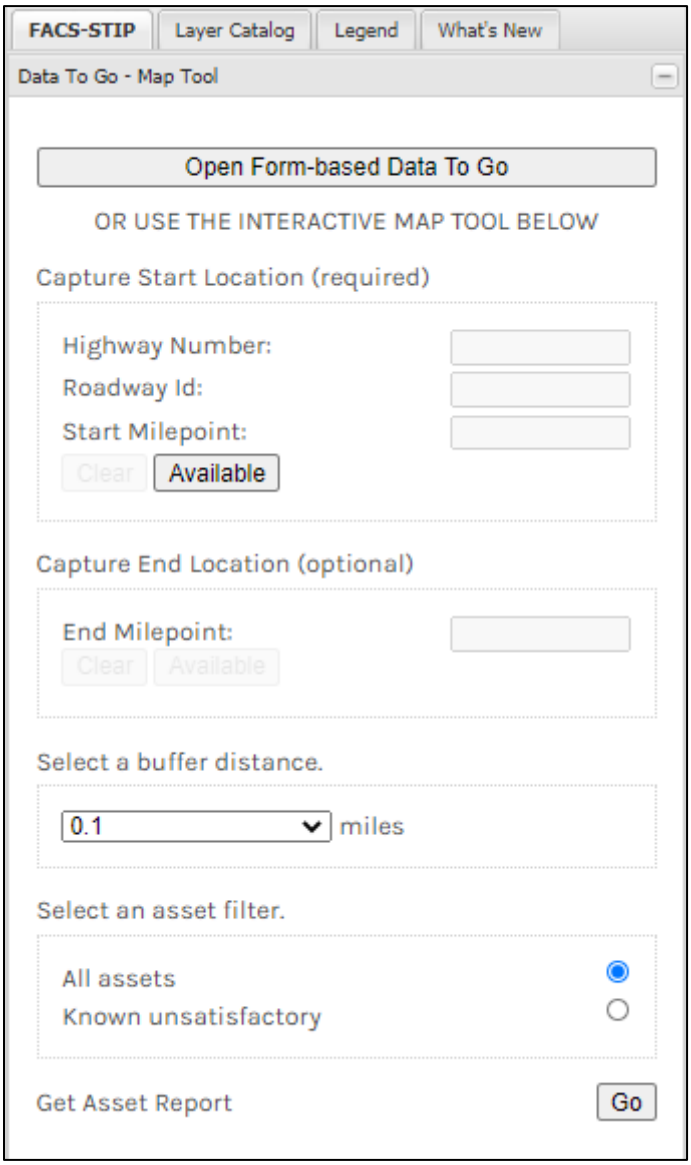
FACS-STIP Data to Go-Map Tool

First step, define your area of interest.

Recommendations:

- Zoom into your map to the furthest extent possible.
- Utilize 'Go To' to navigate to your location if needed.
- Ensure your highway milepoint - hundredth layer (under road network) is turned on.

Figure 12: Data To Go Form.

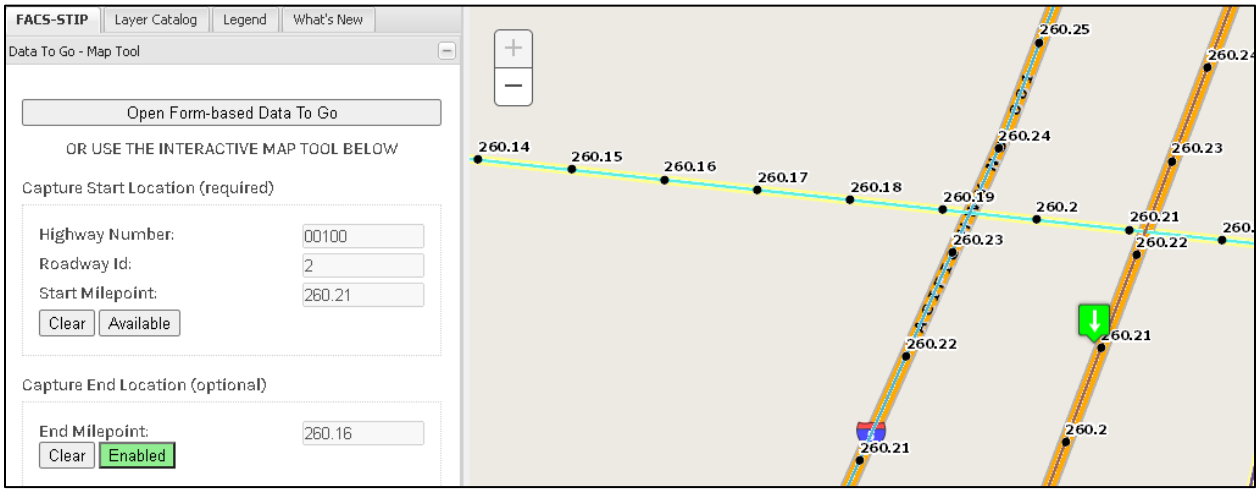


Select '**Available'**, it will turn green and change to **'Enabled'**. At this point it is active and you use your mouse to select your start milepoint (MP) on the map.

If you accidentally grabbed the wrong location, select **'Clear'**, then select '**Available**' and re-select your location on the map.

When you place your cursor it auto-populates the location information into the table and places a green arrow onto the map.

Figure 13: Capture location start milepoint.



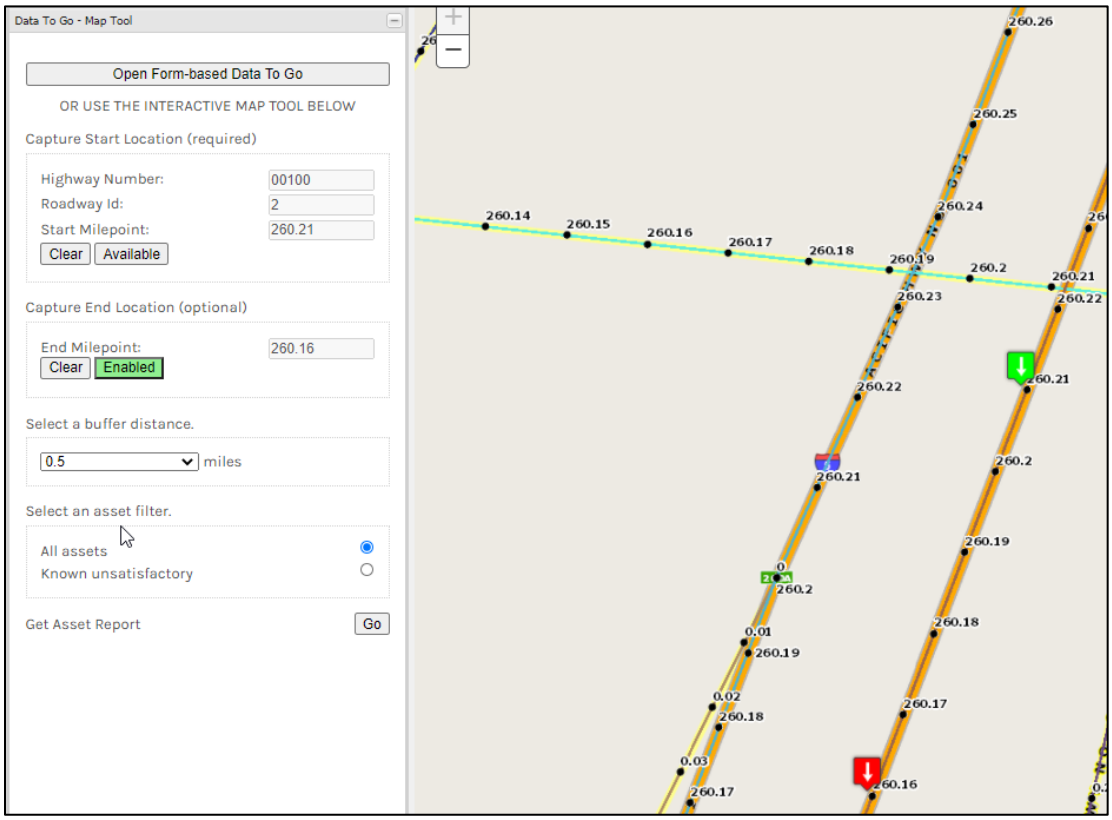
If you want data around a single milepoint, you can skip the following step.

If you are looking for data for a highway segment; you need to capture the end location.

Follow the same steps as above, select **'Available'**, it will turn green and change to **'Enabled'**. At this point it is active and you use your mouse to select your end milepoint (MP) on the map.

When you place your cursor this time it auto-populates the fields and places a red arrow which designates it as the end of the segment.

Figure 14: Capture location of milepoints.



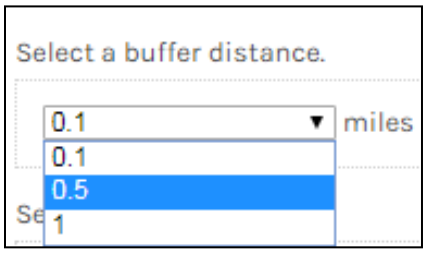
Again, if you find you need to change your end location, select '**Clear**' then select '**Available**' and re-select your location on the map.

Buffer Distance - Some assets are offset from the highway; signs, sidewalk, bicycle facilities are just a few examples; so a buffer is added to ensure that when you pull a report it gathers all the asset data for your area of interest.

Select the buffer distance you want, 0.5 is recommended.

When you select a buffer you need to pay attention; it can pick up data on intersecting state highways.

Figure 15: Buffer distance options.



The next selection is to choose your asset filter:

Figure 16: Asset filter options.

Then select '**Go**' to **'Get Asset Report.'**

Figure 17: Go button that triggers the asset report.

A separate tab will open on your screen and it will indicate that it is loading.

Figure 18: Indicates function is working.

Within a few seconds the page will display the results:

Figure 19: Asset report.

You can **View or Export** any of the asset data for your area of interest by either selecting the radio button or selecting the check box next to the associated asset and action.

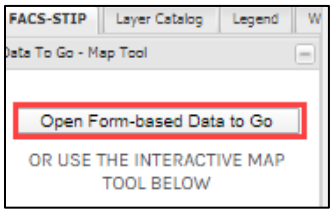
[Here is the link for more details on Viewing Asset Reports]

FACS-STIP Data to Go-Form Tool

The other way to pull Data to Go is from the **'Form Tool.'**

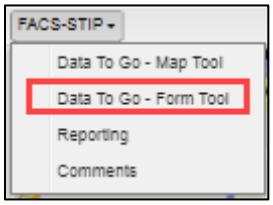
Select **'Open Form-based Data to Go'** from the left navigation,

Figure 20: Left panel access to FACS-STIP Data to Go form tool.



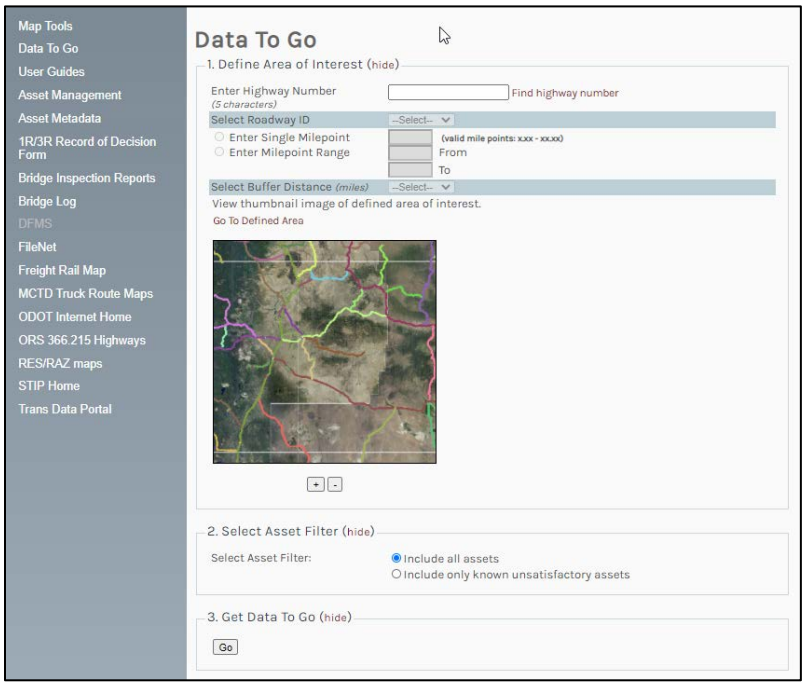
Or from the top navigation.

Figure 21: Top navigation access to FACS-STIP Data to Go form tool.



A new tab will open.

Figure 22: Data to Go form tool.



There are the same three (3) areas to complete for this form: defining your area of interest; selecting asset filter and getting the data.

Highway Number

The first step for the Data to Go tool is to define the Area of Interest by highway number. It is important to enter the **ODOT Highway number, not** route; otherwise you could return the wrong information.

To enter the highway numbers:

1. Enter the highway number directly into the highway number space. A drop-down menu will appear to help the user select an appropriate highway number.
2. Select the desired highway number from the drop-down menu. The process will not complete unless an option is actually selected from the drop-down menu. The Data to Go tool requires a complete 5-digit highway number; the first three being that of the highway, and the last two referring to connections and frontage roads. If you are uncertain of the exact location, select the highway number only (for example, in the image above, users would select 00100); this will narrow the options available to select.

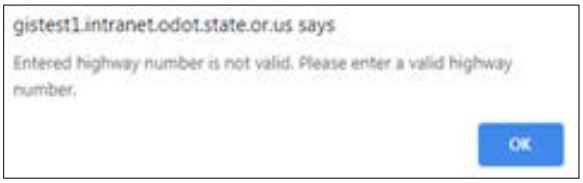
   If unsure of the highway number, the find highway number link can be used to help select highways by US, OR, or Interstate routes.

If you know your area you can start entering your three-digit highway number into the field. It will start auto-populating with valid entries; scroll with your mouse to select the one you want.

Figure 23: Data to Go form.

If you are entering the number and do not enter a complete 5-digit value, you will receive an error code.

Figure 24: Error code.



If you do not know the correct ODOT Highway number, but possibly the route or interstate number, you can use the '**Find highway number**' hyperlink located to the right of the field.

Figure 25: Define Area of Interest, indicating there is a link to assist in identifying ODOT Highway numbers.

When you hover over **'Find highway number'** you will see a hyperlink.

Figure 26: Find highway number hyperlink.

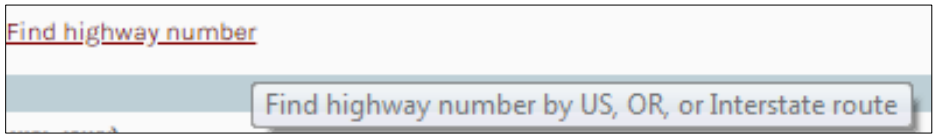
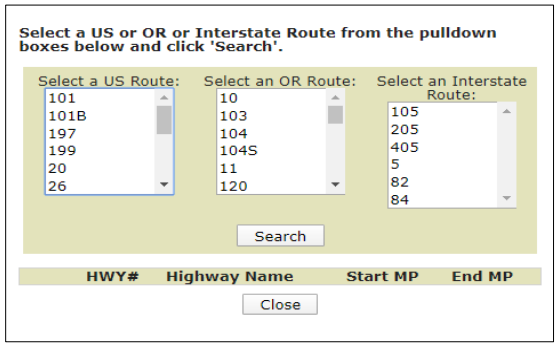


Figure 27: Highway search tool.



When you select **'Find highway number'** a dialogue box will open.

Select a US, OR or 'Interstate route.' When you find the number you are looking for,

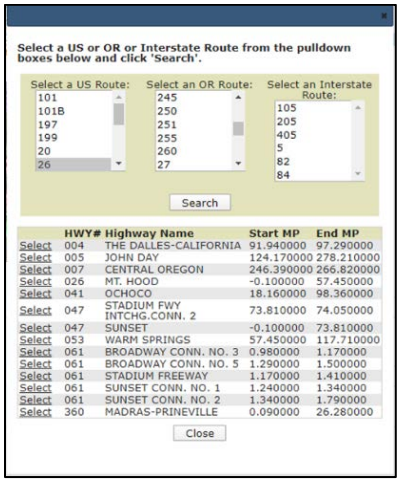
select it.

Why is the highway number so important? There are nine (9) different ODOT highways on US Route 26.

Then select **'Search'**.

When you click **'Search'** you will see all the highway options for that route listed along with the start and end MP.

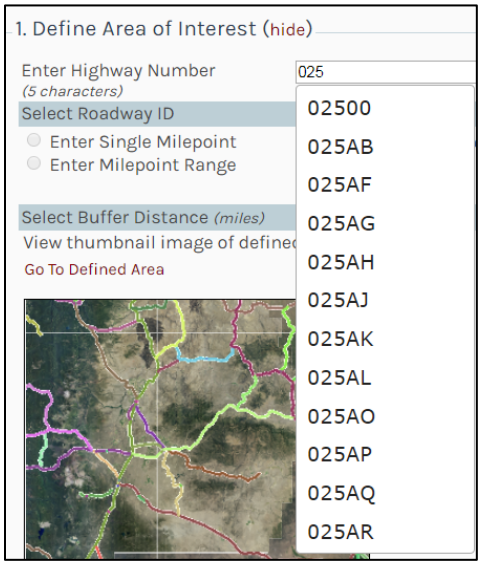
Figure 28: Example of all valid highway numbers for route selected.



When you determine which the appropriate highway is, click **'Select.'**

This will ONLY populate the first three digits and this is a 5-digit field; you will need to select from the drop-down if it is on the mainline, connection or frontage road.

Figure 29: Valid domains for selected highway.



Remember to select the full 5-digit highway number when you see it displayed, do not enter it manually; either of these actions will return an error.

Figure 30: Highway number error code.

The highways on that route will appear.

TAB through to the next.

Enter your selection for your highway - it has to be five (5) digit, it includes the mainline or connection. The tool auto populates so you can make the selection from the drop-down.

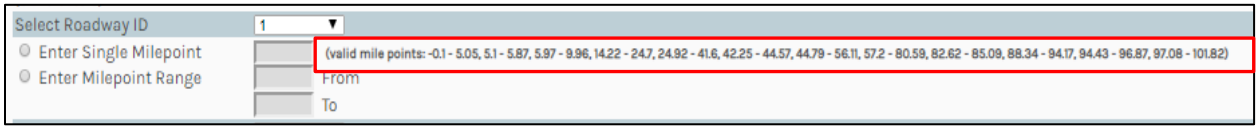
Many highways are divided so you must next **Select your Roadway ID:** 1 or 2 (Increasing or Decreasing) If only one value is valid, that is all that will appear.

For divided highways you should pull a report for each roadway to have data or the entire highway.

The valid milepoints for your selection will appear.

- **Milepoint:** After you select 'Roadway Id', valid milepoints are displayed.
- Select '**Single Milepoint**' to define a particular point of interest on the highway or select **'Enter Milepoint Range'** to select a segment.
- Valid milepoint options are listed to the right.

Figure 31: Valid highway milepoints selected.



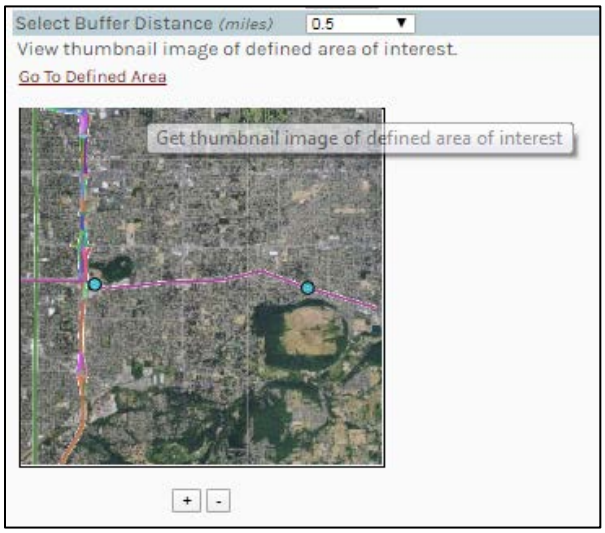
Buffer Distance

Some assets are offset from the highway; signs, sidewalk, bicycle facilities are just a few examples; so a buffer is added to ensure that when you pull a report it gathers all the asset data for your area of interest. Select the buffer distance you want, 0.5 is recommended. All assets within that buffer will be returned on the Data to Go report, even if they are not located on the segment of highway selected.

Selecting a large buffer distance can be useful when trying to catch all assets on a multiple highway interchange.

Go to Defined Area (Thumbnail): Select **'Go to Defined Area'** to see a thumbnail map of a selected highway. Move the map by holding down and dragging the left mouse button. Zoom in and out using the plus and minus buttons located below the map. If the values in the area of interest are changed, the thumbnail must be re-generated.

Figure 32: Thumbnail image of defined area.



Since you are not utilizing the Map tool, this is an option to visually validate you selected the correct area prior to completing the action.

- Hover over the '**Go to Defined Area'** text and a hyperlink will appear, select it and the map will render your selection. You can use the zoom tools if needed.
- The two turquoise dots indicate the start and end of your selection. If you zoom in all the way you will see the LRM and MPs. If you want to change your location go back to the top and make the adjustments now; if not, proceed to step 2, select asset filter.

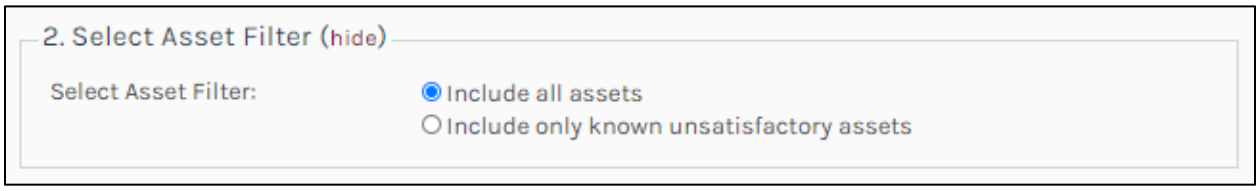
Figure 33: Zoom in of thumbnail image.

Step 2. Select an asset filter.

Select an asset filter: all known assets is the most common as you get all results returned and then can filter from there; what qualifies as unsatisfactory is different for each asset.

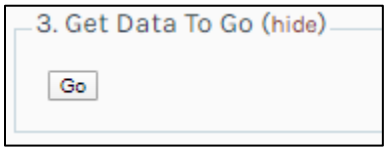
Select the radio button next to your choice.

Figure 34: Asset filter selection.



Step 3. Select **'Go'** for your Data to Go report.

Figure 35: Go button that activates generating the report.



If you did not enter enough values you will see the following:

Figure 36: Error code indicating what values were missing.

Go back and complete the missing elements.

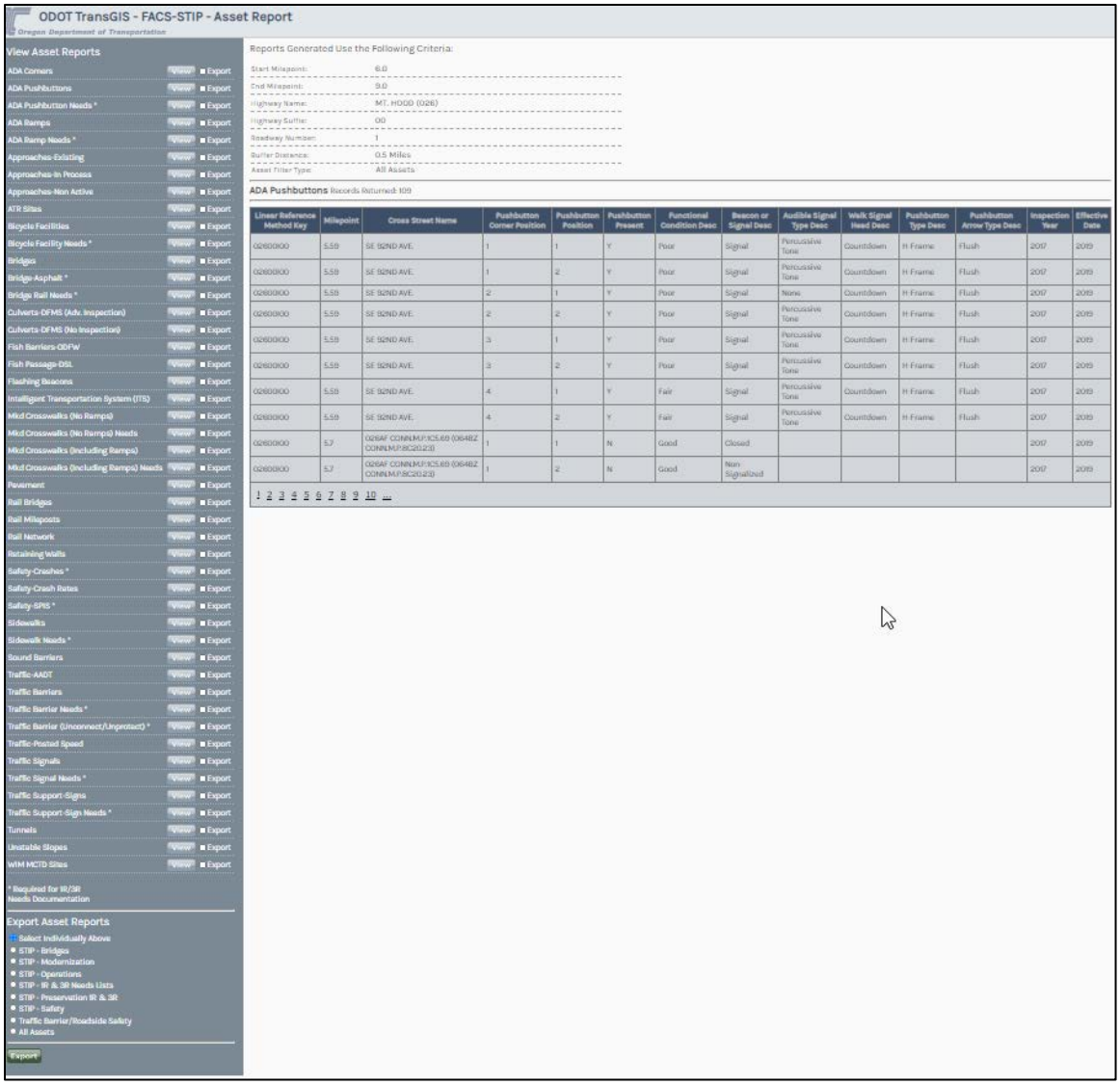
A new tab will open and will show that the data is loading.

Figure 37: Indicates function is performing.

Once it is ready the asset report will appear.

FACS-STIP Asset Report

Figure 38: FACS-STIP asset report.



From here you have the option to view or export individual asset reports for your area of interest or a variety of canned reports have been prepared for you:

Figure 39: Export asset report options.

Individual Asset Reports: You can select to 'View' each report or 'Export' to an Excel spreadsheet.

Canned Asset Reports: These reports automatically select those assets that are required or most typically of interest to certain programs.

For example 'STIP - Preservation 1R & 3R' is selected and you can see that virtually all the assets are checked.

Figure 40: STIP - Preservation 1R & 3R assets that would return in an asset report.

You can always add or delete assets to any of the reports by simply checking or unchecking the box next to the asset you want to add/delete.

Make your report selection.

If you fail to make a selection and try to select Export you will receive an error.

Figure 41: Report error code.

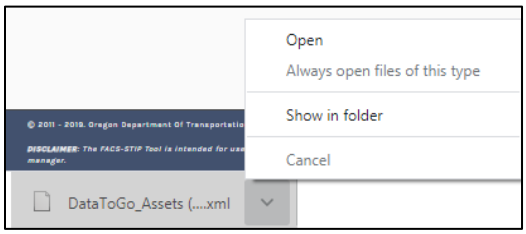
Select **'Export.'**

Figure 42: Export button.

At the bottom of your screen the Data to Go assets report will appear. If you click on the report name it will open in Excel.

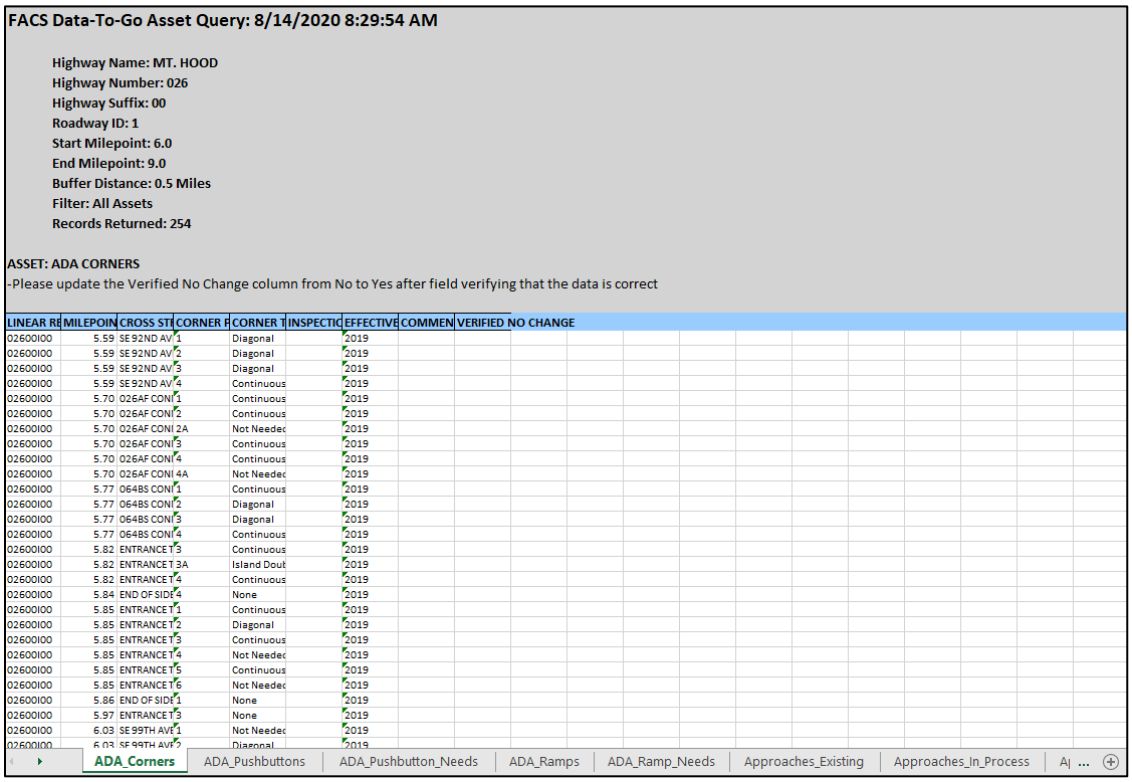
If you select the down arrow you will have additional options:

Figure 43: Report, showing ability to open.



When it opens, notice along the top, your area of interest:

Figure 44: FACS-STIP Data to Go asset query.



FACS Data-To-Go Asset Query: 8/14/2020 8:29:54 AM

Highway Name: MT. HOOD
Highway Number: 026
Highway Suffix: 00
Roadway ID: 1
Start Milepoint: 6.0
End Milepoint: 9.0
Buffer Distance: 0.5 Miles
Filter: All Assets
Records Returned: 254

ASSET: ADA CORNERS
-Please update the Verified No Change column from No to Yes after field verifying that the data is correct

LINEAR RE	MILEPOIN	CROSS STI	CORNER F	CORNER T	INSPECTIO	EFFECTIVE	COMMEN	VERIFIED NO CHANGE
02600I00	5.59	SE 92ND AV	1	Diagonal		2019		
02600I00	5.59	SE 92ND AV	2	Diagonal		2019		
02600I00	5.59	SE 92ND AV	3	Diagonal		2019		
02600I00	5.59	SE 92ND AV	4	Continuous		2019		
02600I00	5.70	026AF CONI	1	Continuous		2019		
02600I00	5.70	026AF CONI	2	Continuous		2019		
02600I00	5.70	026AF CONI	2A	Not Needed		2019		
02600I00	5.70	026AF CONI	3	Continuous		2019		
02600I00	5.70	026AF CONI	4	Continuous		2019		
02600I00	5.70	026AF CONI	4A	Not Needed		2019		
02600I00	5.77	064BS CONI	1	Continuous		2019		
02600I00	5.77	064BS CONI	2	Diagonal		2019		
02600I00	5.77	064BS CONI	3	Diagonal		2019		
02600I00	5.77	064BS CONI	4	Continuous		2019		
02600I00	5.82	ENTRANCE T	3	Continuous		2019		
02600I00	5.82	ENTRANCE T	3A	Island Dout		2019		
02600I00	5.82	ENTRANCE T	4	Continuous		2019		
02600I00	5.84	END OF SIDE	4	None		2019		
02600I00	5.85	ENTRANCE T	1	Continuous		2019		
02600I00	5.85	ENTRANCE T	2	Diagonal		2019		
02600I00	5.85	ENTRANCE T	3	Continuous		2019		
02600I00	5.85	ENTRANCE T	4	Not Needed		2019		
02600I00	5.85	ENTRANCE T	5	Continuous		2019		
02600I00	5.85	ENTRANCE T	6	Not Needed		2019		
02600I00	5.86	END OF SIDE	1	None		2019		
02600I00	5.97	ENTRANCE T	3	None		2019		
02600I00	6.03	SE 99TH AVE	1	Not Needed		2019		
02600I00	6.03	SE 99TH AVE	2	Diagonal		2019		

ADA_Corners | ADA_Pushbuttons | ADA_Pushbutton_Needs | ADA_Ramps | ADA_Ramp_Needs | Approaches_Existing | Approaches_In_Process | A ...

Along the bottom are separate tabs for each of the assets that are included in your report.

Tab through the workbook to view the asset information.

Utilize the Excel functions as you normally would.

If you are going to print you will want to be sure and adjust the sheet accordingly.

Determine if you want to **'Open'** or **'Cancel'** the Excel workbook from the window prompt.

'Open' will take you directly to Excel and will open a workbook with the selected data.

'Cancel' will terminate your action and close the dialogue box.

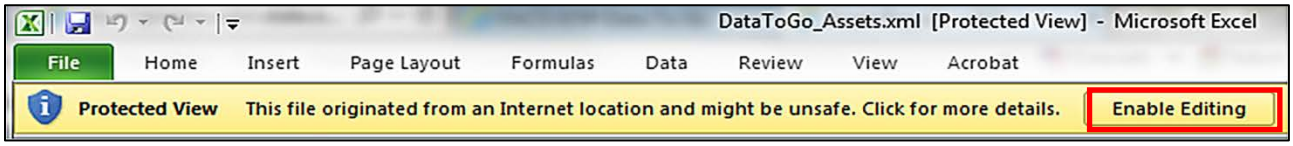
The report opens in an Excel worksheet and provides the data and time of your report; area of interest details and the associated data.

Reference the image below as an example.

Not all data within the field may be visible; you may need to adjust the column widths in order to view all of the contents.

You may need to **'Enable Editing'** in order to make adjustments.

Figure 45: Enable Editing button in Excel.



If you want to save your report, save the file under a different name by selecting file, **'Save As'** identifying a file location and your new file name.

The common selection is 'Save As' then use a consistent naming convention for the report. A suggestion is: projectname_asset_ location_date.

When you are through – **'Close'** with either the **'X'** in the upper right-hand corner or **File-Exit.**

Asset Reports

The FACS-STIP asset reports offer you the opportunity to run reports, view graphical and tabular data for your Area of Interest (AOI), as well as have statewide comparison and also export your results.

Asset summary reporting gives you the ability to analyze specific assets and make statewide comparisons. These assets include ADA ramps, ADA pushbutton, bicycle facilities, bridges, marked crossings – no ramps, marked crossings – with ramps, pavement, sidewalks, signs, traffic barriers and traffic signals. Summary reports for non-standard and missing highway features by ACT, city, highway number, ODOT region, or ODOT district can be easily viewed.

Asset summary reporting provides:

- Bar & pie charts.
- Tabular data.
- Data exports.
- Condition symbology.
- Missing features.

The data export can be downloaded as a shapefile and loaded into ArcGIS or by opening the .dbf file in Excel.

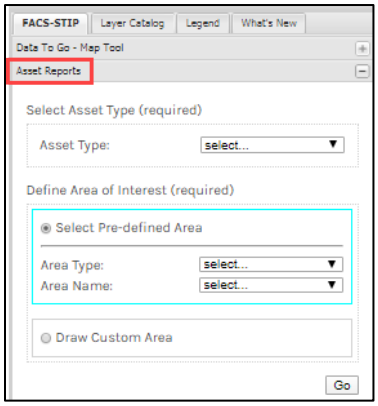
While the FACS-STIP tool is useful for looking at data on a map or exporting into Excel, the key uses are project scoping, project development, and roadside inventories.

In this aspect, asset summary reporting will:

- Support project scoping by providing asset information in a tabular format. This information is used for determining project design elements.
- Support 1R program efforts by assisting project teams with gathering and verifying 80% or more of the asset inventory required for the program.
- Support asset management data collection needs to meet FHWA requirements; provide condition information for planning maintenance activities, and help plan studies for transportation system decision making.

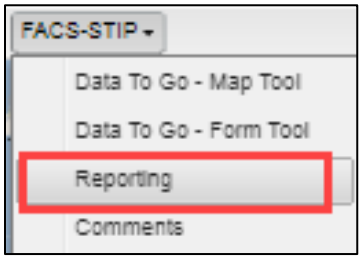
To pull an asset report:
Asset reports are found in the left panel.

Figure 46: Asset report tab.



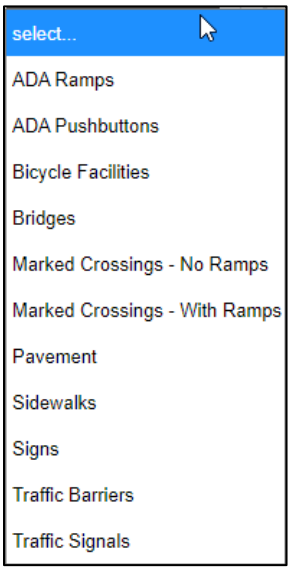
Or top navigation.

Figure 47: Reporting tool, top navigation.



It is very intuitive; just follow the prompts; each is a required field.

Figure 48: Asset options for report.



Asset Type: **Select** the **asset** from the drop-down.

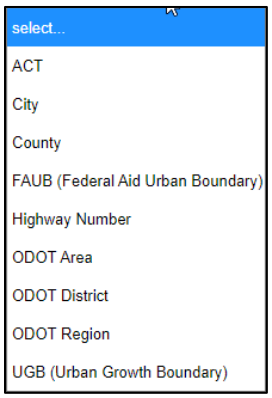
Define your area of interest:

You can select a pre-defined area or draw a custom area.

Figure 49: Pre-defined area, type and name.

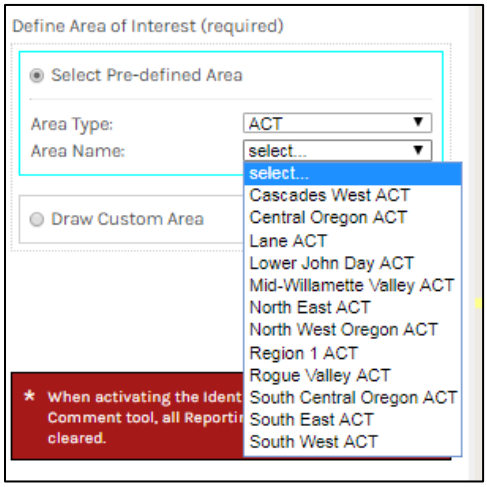
Pre-defined Area types include: ACT, city, county, FAUB (Federal Aid Urban Boundary), highway number, ODOT area, ODOT district, ODOT region, UGB (Urban Growth Boundary).

Figure 50: Pre-defined area options.



Once you make the selection then you select the specific **Area Name** based on your area type selection (city, hwy., etc.).

Figure 51: Pre-defined area name examples.

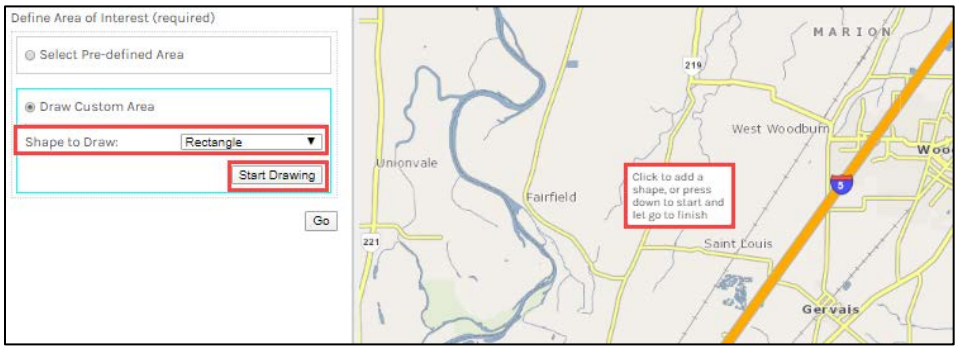


If you **draw a custom area** you select the radio button to the left and then make a selection from the drop-down: rectangle or polygon.

Whichever you select you will then be prompted to click on the **Start Drawing** button.

Be sure that you are at an extent on the map that allows you to draw your shape around your area of interest.

Figure 52: Start drawing of custom area.



Click to add a shape or press down to start and let go to finish. The area selected will have a red dotted line around the perimeter and the body will be highlighted yellow. If you want to proceed with that area select '**Go.**'

If not, select **'Start Drawing'** and re-select your AOI.

Figure 53: Example of custom area.

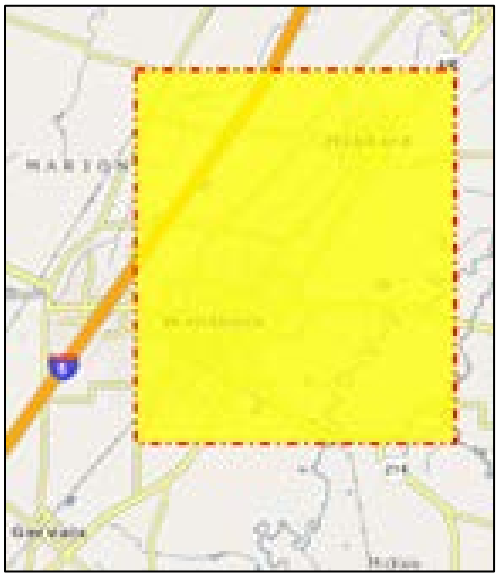
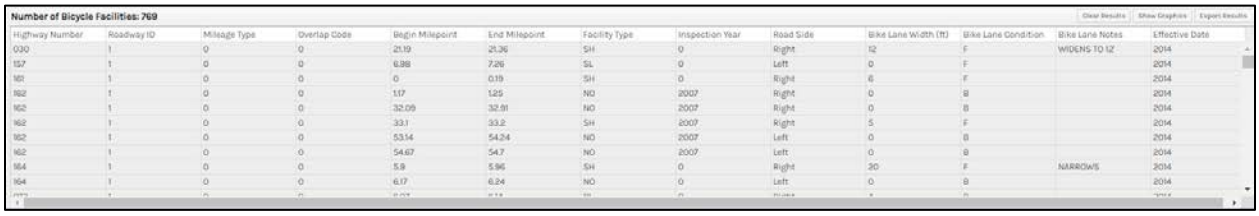


Figure 54: Example of area type ACT.

After selecting **'Go'** the data for the asset you selected will appear in a table at the bottom portion of the screen.

Figure 55: Tabular data for area of interest.



You can use the scroll bar on the far right to scroll through the data.

There is an asset count in the upper left side letting you know how many of that asset is in your selected area.

If you want to sort a column, click your cursor in the attribute field (title bar) and an arrow will appear; this will sort by ascending/descending as a toggle when selected.

Figure 56: Toggle ascending within columns.

Figure 57: Toggle descending within columns.

If you select a row it will zoom you to that location on the screen.

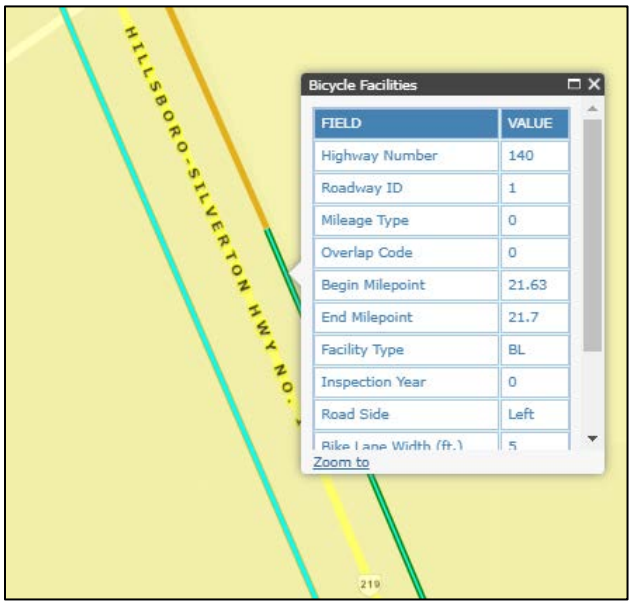
Figure 58: Image of selected row of data and location highlighted on map.

If you want more landscape to view either the map or the rows of data, you can expand the area by grabbing the grey bar and adjusting it in the direction needed.
Hover on the top grey bar; when you see a double arrow, click and drag in the direction needed.

If you want to see the information for the assets in a dialog box, click your mouse on the asset. Use the scroll bar on the right to see the additional fields.

When you are done, use the **'X'** to close.

Figure 59: Asset information.



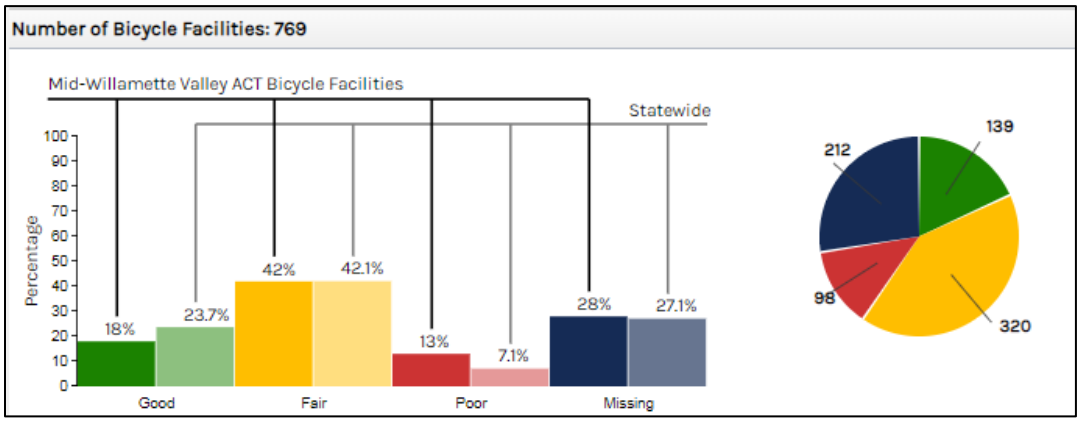
On the right-hand side on the bar you have three options: Clear Results, Show Graphics, Export results.

Figure 60: Image of report options.

'Clear Results' to start over or are done reviewing your data.

'Show Graphics' to see the bar and pie chart.

Figure 61: Graph and pie chart.



The pie chart reflects the total number of good, fair, poor, and missing for the selected asset type, if they exist.

The orientation of the pie chart is controlled by a library and is centered on the 'slice' based on the distribution of the numbers; if there is a small count for the area selected these numbers may be close together. Unfortunately at this time there isn't anything programmatically that can be done for that.

The bar chart compares each condition rating to the statewide percentage for that particular asset.

- The legend for the bar graph is the same for the pie chart:
  - **Green** = Good
  - **Yellow** = Fair
  - **Red** = Poor
  - **Blue** = Missing
- These reports are based on the last inventory update to the asset.

To view the last time an asset inventory was uploaded, click an asset on the map. The window that pops up will show an 'Effective Date' which is the year an inventory was uploaded.

  - There is also an 'Inspection Year' which indicates the year inventory was performed.

The map reflects the asset and symbology within the defined area of interest.

Export Results to export your results you press this button and will see that the files are being prepared.

Figure 62: Files being prepared for download.

Then a file with hyperlink will appear.

Figure 63: Hyperlink to file.

Click on the hyperlink.

Figure 64: Link to zip file.

A zip file will appear, typically at the bottom of the screen.

Right-click, 'Open.'

Figure 65: Showing to right-click on file to 'Open.'

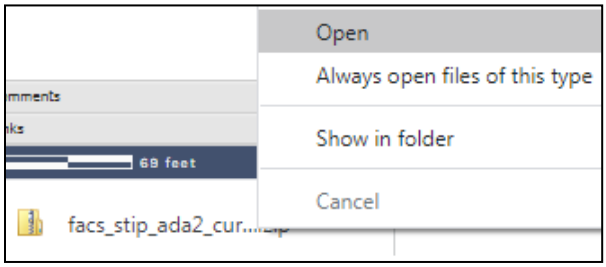
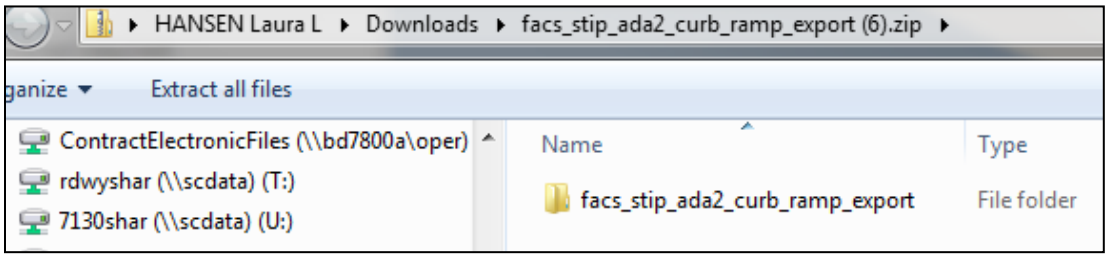
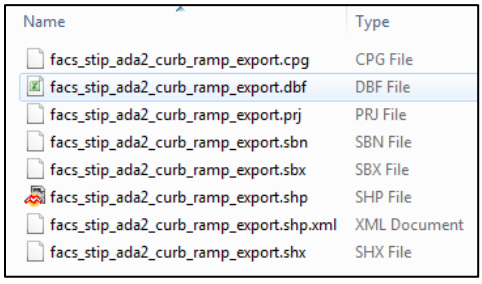


Figure 66: Downloading files process.



Right-click, 'Open.'

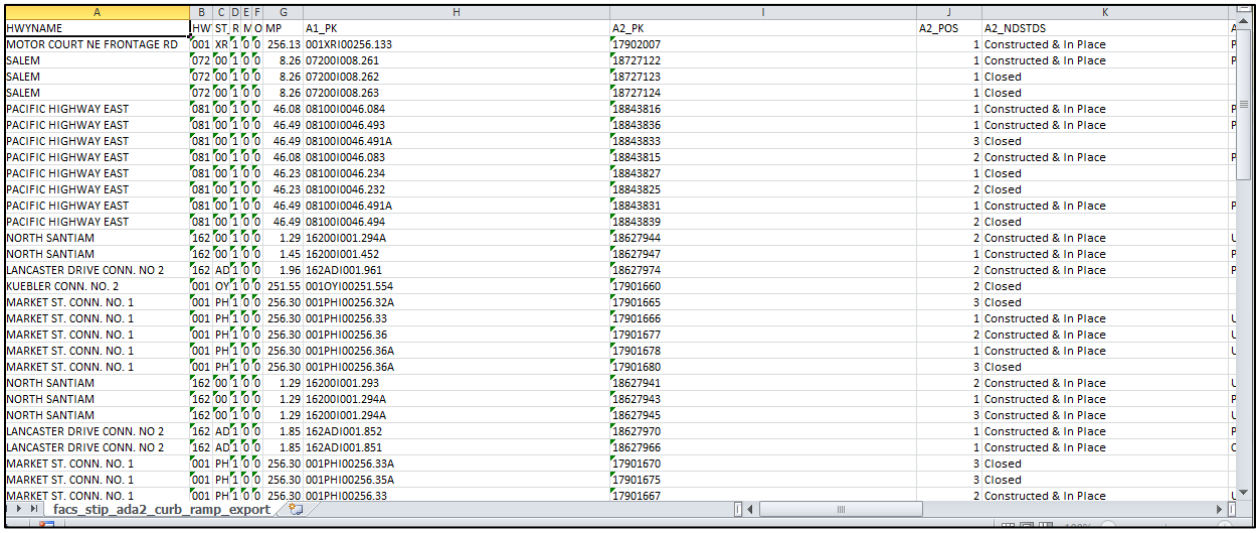
Figure 67: Opened file showing .dbf.



Select the **.dbf** file; **Right-click** and '**Open.**'

The data is displayed in an Excel format. Bear in mind that the field names do not have the alias' and a little clean up is needed, but you now have all the raw data for the area you selected just a few steps ago.

Figure 68: Opened .dbf screenshot.



HWYNAME	HW	ST	R	M	O	MP	A1_PK	A2_PK	A2_POS	A2_NDSTDS
MOTOR COURT NE FRONTAGE RD	001	XR	1	0	0	256.13	001XRI00256.133	17902007	1	Constructed & In Place
SALEM	072	00	1	0	0	8.26	07200I008.261	18727122	1	Constructed & In Place
SALEM	072	00	1	0	0	8.26	07200I008.262	18727123	1	Closed
SALEM	072	00	1	0	0	8.26	07200I008.263	18727124	1	Closed
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.08	08100I0046.084	18843816	1	Constructed & In Place
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.49	08100I0046.493	18843836	1	Constructed & In Place
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.49	08100I0046.491A	18843833	3	Closed
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.08	08100I0046.083	18843815	2	Constructed & In Place
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.23	08100I0046.234	18843827	1	Closed
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.23	08100I0046.232	18843825	2	Closed
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.49	08100I0046.491A	18843831	1	Constructed & In Place
PACIFIC HIGHWAY EAST	081	00	1	0	0	46.49	08100I0046.494	18843839	2	Closed
NORTH SANTIAM	162	00	1	0	0	1.29	16200I001.294A	18627944	2	Constructed & In Place
NORTH SANTIAM	162	00	1	0	0	1.45	16200I001.452	18627947	1	Constructed & In Place
LANCASTER DRIVE CONN. NO 2	162	AD	1	0	0	1.96	162ADI001.961	18627974	2	Constructed & In Place
KUEBLER CONN. NO. 2	001	OY	1	0	0	251.55	001OYI00251.554	17901660	2	Closed
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.32A	17901665	3	Closed
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.33	17901666	1	Constructed & In Place
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.36	17901677	2	Constructed & In Place
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.36A	17901678	1	Constructed & In Place
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.36A	17901680	3	Closed
NORTH SANTIAM	162	00	1	0	0	1.29	16200I001.293	18627941	2	Constructed & In Place
NORTH SANTIAM	162	00	1	0	0	1.29	16200I001.294A	18627943	1	Constructed & In Place
NORTH SANTIAM	162	00	1	0	0	1.29	16200I001.294A	18627945	3	Constructed & In Place
LANCASTER DRIVE CONN. NO 2	162	AD	1	0	0	1.85	162ADI001.852	18627970	1	Constructed & In Place
LANCASTER DRIVE CONN. NO 2	162	AD	1	0	0	1.85	162ADI001.851	18627966	1	Constructed & In Place
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.33A	17901670	3	Closed
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.35A	17901675	3	Closed
MARKET ST. CONN. NO. 1	001	PH	1	0	0	256.30	001PHI00256.33	17901667	2	Constructed & In Place

facs_stip_ada2_curb_ramp_export

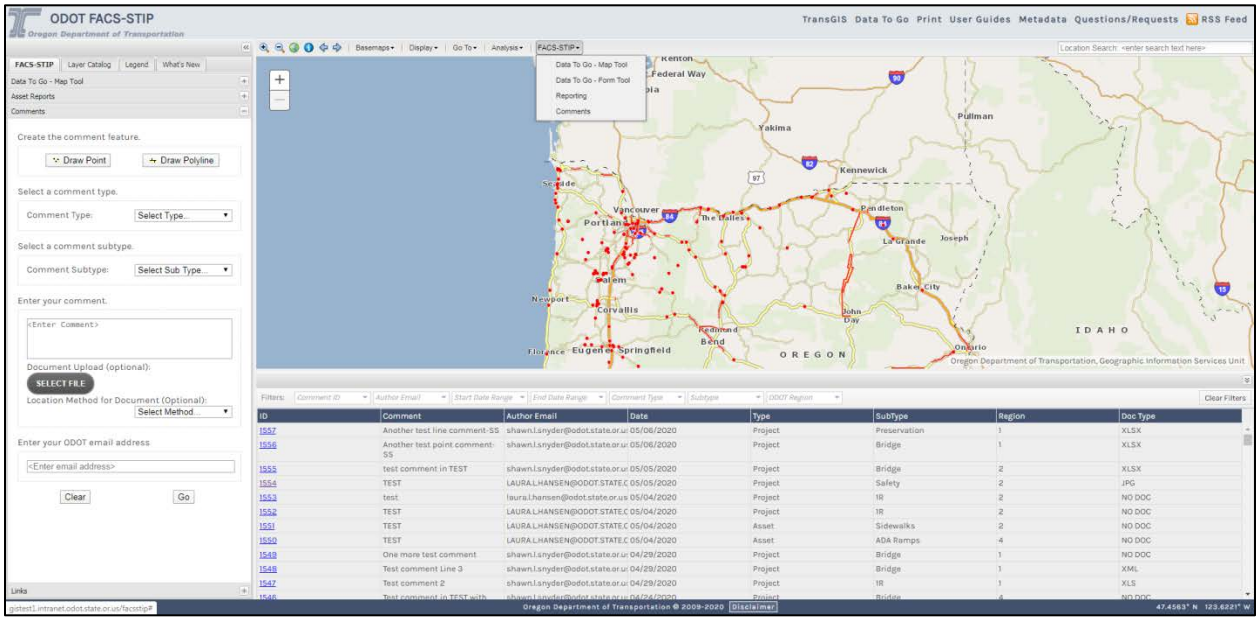
If your computer has not been established to associate a .dbf to Excel, follow the steps in the Troubleshooting guide.

Click on **'Get Asset Data to Go'** to generate an asset report based on user defined information. A Data to Go report will open in a separate window. Use the side and bottom scroll bar to move the selected report up/down and from left to right. Some reports have more than one page. Look at the bottom left-hand corner of the report to see if there are additional pages.

Comments

The comment function allows users to interact and provide valuable information to others; it also allows users to upload 1R documentation.

Figure 69: Comment feature.



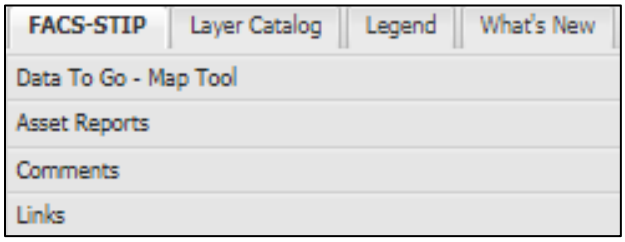
The 'Comment' feature within FACS-STIP allows additional information to be shared with other ODOT employees. Each comment is linked to a specific location determined by the commenter and can be viewed within FACS-STIP. Leave comments while using FACS-STIP to share information such as changes or additions to data and to alert others to a special problem.

Traffic Roadway staff is automatically notified about all comments so follow-up can be routed to the appropriate person. For example, if a user leaves an asset comment about a bridge, that comment will be e-mailed to Traffic Roadway and then the Bridge section.

Navigating Comments

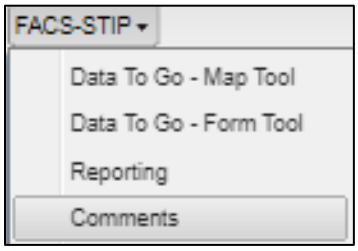
Comments are accessed from the left panel.

Figure 70: Access FACS-STIP comments, left panel.



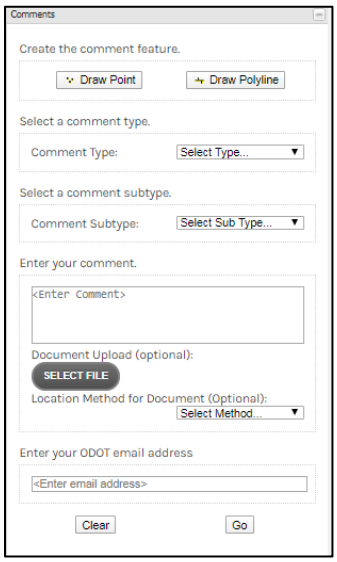
Or from the top navigation.

Figure 71: Access FACS-STIP comments, top navigation.



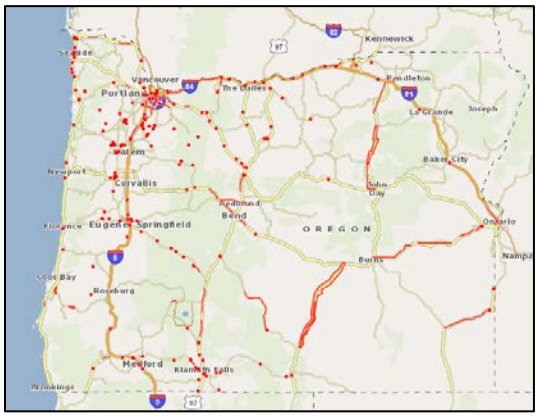
The left panel is where you **'Create the Comment Feature.'**

Figure 72: Comment entry form.



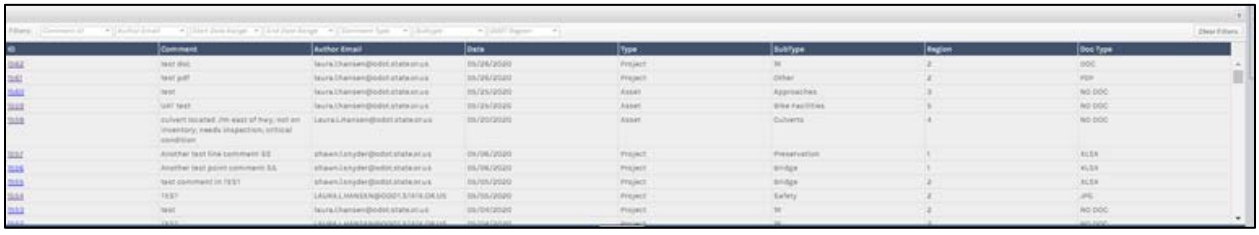
The **map** is where you can view existing comments.

Figure 73: Map showing existing comments.



The **Comment Manager,** tabular information, allows you to sort/filter the information that appears on the map as well as view the associated documentation that may be attached.

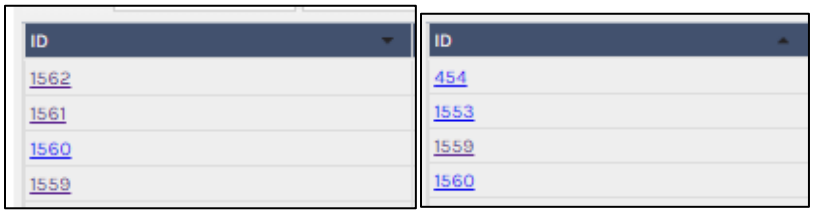
Figure 74: Comment Manager.



Filter options include: by Comment Id; Author email; Start/end date range; Comment type; Subtype or ODOT region.

Once you click in the column an arrow appears; it acts as a toggle to sort by ascending/descending for the values; this is native Excel functionality.

Figure 75: Arrow showing ability to sort ascending/descending in columns.



When filtering by name it IS case sensitive. If entry was not consistent it may be under several entries. In the example the name is in lower, title and upper case so if a search was to be done it would need to be done for all three (3) as they would each render different results.

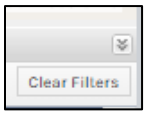
Figure 76: Indicates how one name, if not entered consistently, will return three different results.

There is always the option to clear any filters.

Figure 77: Clear filter button in the right hand corner.

Toggle to expand/collapse the tabular information.

Figure 78: Toggle to expand/collapse tabular information.



There are three different comment types: **Project, Asset,** and **General.**

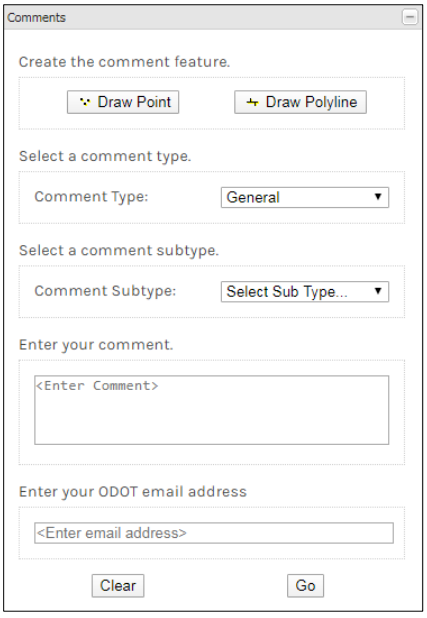
See table for a list of comment sub-types (general comments have no sub-type).

Figure 79: List of project and asset sub- types.

Project sub-types	Asset sub-types	
1R	ADA Ramps	Pavement
Bridge	Aggregate Sites	Retaining Walls
Modernization	Approaches	Sidewalks
Operations	ATR Sites	Sound Barriers
Other	Bike Facilities	Traffic Barriers
Preservation	Bridges	Traffic Signals
Safety	Culverts	Traffic Structures
	Environmental	Traffic Support (Signs)
	Fish Passage	Tunnels
	Interchanges	Unstable Slopes
	ITS Sites	Wetland Mitigation Sites
	Other	WIM Sites

Create the Comment Feature

Figure 80: Comment feature screenshot.



1. **Navigate** to an area of interest on the map.
2. Select the **'Comment'** Map tool menu.
3. **Choose** either a point or polyline comment.

   Point *comments are suitable for a comment about a single location on the map.*

   Polyline *comments are more appropriate for a comment about a segment or area.*

   Make sure either the point or line image is highlighted in blue.
4. **Point comments:** click the map at the location where the comment should appear. A round circle will be placed at your selected location.

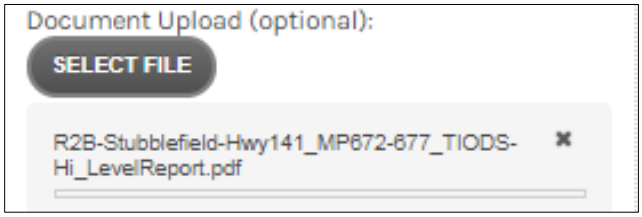
   Polyline comments: draw a single line, a line with multiple segments, or create a polygon. Click once to start drawing a line. Click again to change direction of the line. Click twice to end the line.
5. **Choose** the appropriate **comment type** from the drop-down menu: Project, Asset, or General. **Select the comment sub-type.**
6. **Enter Your Comment.** Include enough detail in the comment so that another user can understand it. An example, 'Watch out for culvert' is not enough information. A better comment would be, 'Culvert looks to fail, inspection scheduled' or 'Culvert is difficult to locate, it is unmarked.'

Users are UNABLE to delete a comment so please be thoughtful on what you post.

7. If you are entering a Comment Type: Project, there is the option to upload a document. **Click** on '**Select File.'**

   Follow the prompts to attach the file.

   Figure 81: Document upload prompts.



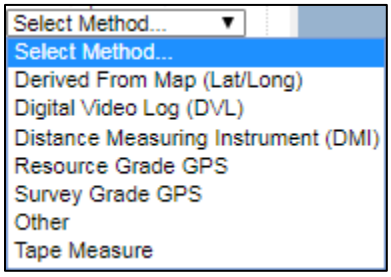
   - Navigate to your file.
   - Select **'Open'** to attach.
   - Your file name will appear in the field.

Several file types are accepted, including but not limited to: doc, docx, jpg, pdf, xls, xlsx, xml. Only one attachment can be added; if you attempt more you will receive an error message.

Figure 82: Error when trying to upload more than one image.

8. **Location Method** (optional). If you are attaching data that was collected please identify the collection method: derived from Lat/Long; DVL; DMI; Resource or Survey Grade; Other; Tape Measure.

Figure 83: Location method options.

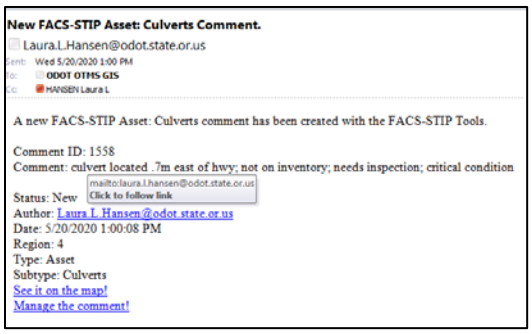


9. **Enter your ODOT email address.**
10. Select '**Go**'. If you need to cancel your comment, select **'Clear'.**

    Once you apply **'Go'** an email is sent to the FACS-STIP administrator and notification will be sent that you were successful.

Figure 84: Successful upload notification.

Figure 85: Email notification example.

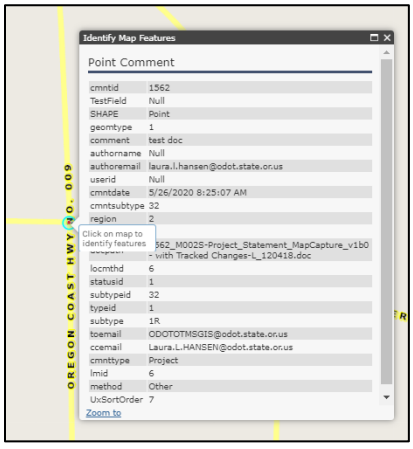


Your comment will appear in the table and on the map.

Figure 86: Comment highlighted in table and map.

You can use the identify button to view your comment. Close using the **'X'.**

Figure 87: Identify features of comment.



11. If needed document the comment ID for future reference.

Uploading 1R/3R Documentation

The 'Comment' map menu tool allows users to upload a file with 1R data - either decision documentation or inventory reports. The 1R/3R decision documents, with inventory needs, should be collectively saved as a PDF file. The document is then attached to the comment and available for others to view. 1R results will also be emailed to the appropriate data owners.

To Upload 1R Documents

1. **Navigate** to an area of interest on the map.
2. Select the **'Comment'** map tool menu.
3. Choose either a point or polyline comment.
4. **Point comments:** Click the map at the location where the comment should appear.

   Polyline comments: Polyline comments are drawn in a single line; a line with multiple segments; or to create a polygon. Click once to start drawing a line. Click again to change direction of the line. Click twice to end the line.
5. Select comment type **'Project'.**
6. Select comment subtype **'1R'.**
7. Select the **'Select File'** button.
8. **Navigate** to the 1R Record of Decisions file from your directory; select it by double-clicking.
9. **Enter** any user **comments.**
10. **Enter ODOT email address.**
11. Click **'Go'.**

To view, use section on navigating the Comment Manager.

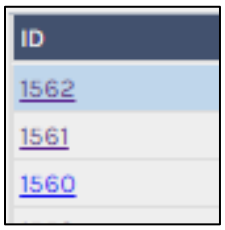
Comment Manager

Comment Manager allows the asset managers to manage the submitted comments and for others to view what was submitted, including supporting documentation (attachments).

Accessing the Comment Manager Page

To access **Click** on the **ID** hyperlink.

Figure 88: Comment ID hyperlink.



This will open up to the selected comment.

Figure 89: Comment Manager opened to selected comment.

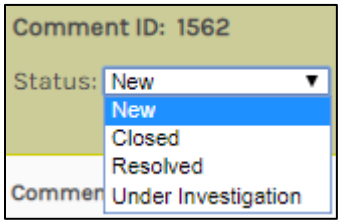
The Comment Manager provides: comment, author, date, region, type and sub-type. Comments with a project subtype have access to any supporting documents.

Comments are managed by the administrator or asset owners utilizing the status. There are four comment statuses:

1. New.

2. Closed.
3. Resolved.
4. Under investigation.

Figure 90: Comment status options.



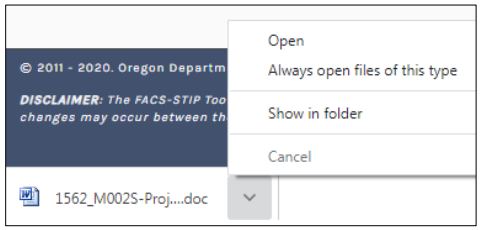
Downloading or reviewing attachments

Attachments can be reviewed or downloaded from the Comment Manager screen:

Figure 91: Comment Manager screen indicating attachment.

Select the download icon. The attachment will appear on the bottom of your screen.

Figure 92: Downloaded attachment and ability to open.

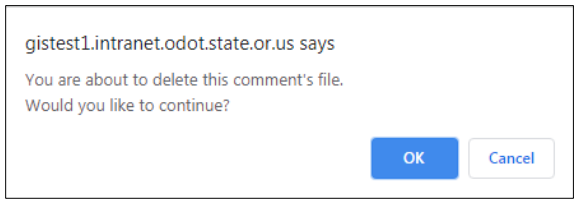


Select 'Open.' The attachment will open in a new window. Decide whether you want to Save or Close the attachment. Close using the '**X**' of File, Close. If saving, we recommend **Save As,** and use a project name.

If you were reviewing and realized you attached the wrong file, select the **red X** to **delete** the file.

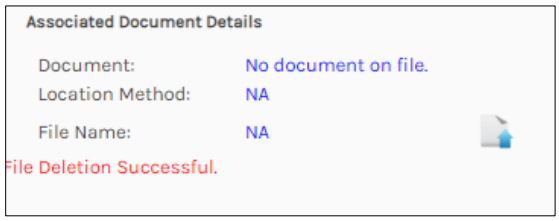
A prompt will appear asking you to confirm your action.

Figure 93: Deletion confirmation validation.



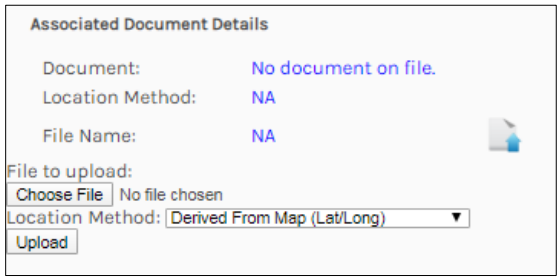
A confirmation will appear.

Figure 94: Deletion confirmation.



To update a new file, select the upload icon and follow the prompts.

Figure 95: Prompts showing ability to reattach new file.

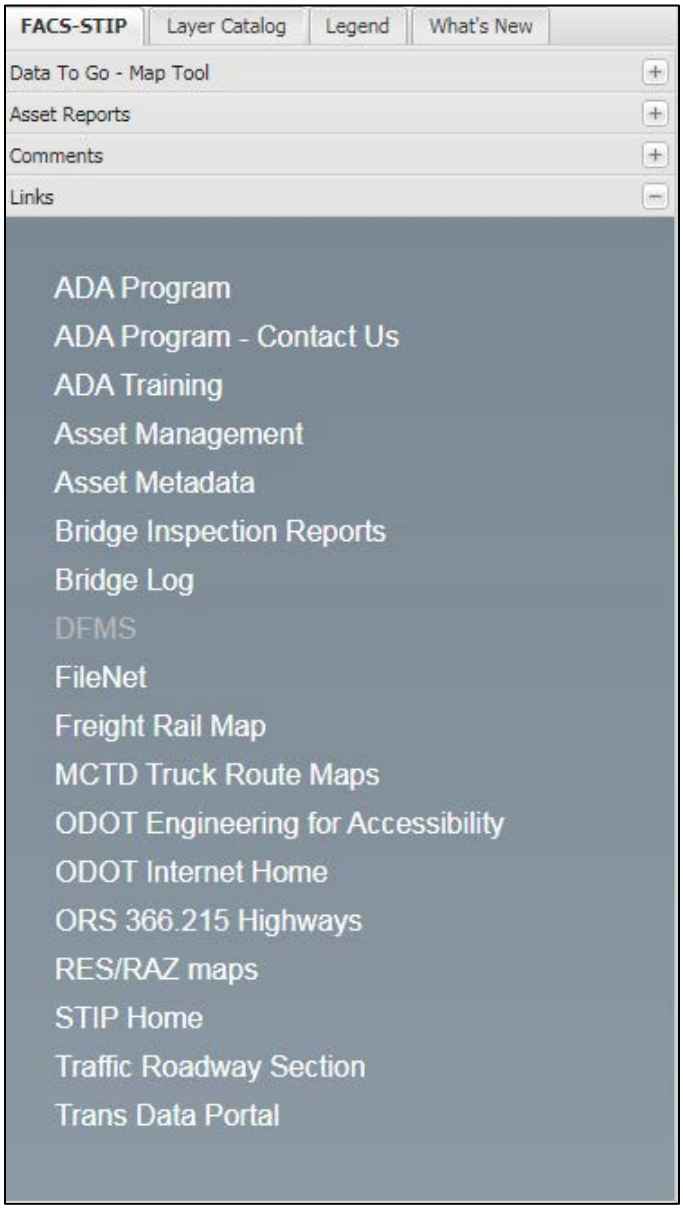


Links

Links provide quick access to additional information that may be desired.

If an item is greyed out it is currently not available; however if you hover over it, it will list contact information for additional information.

Figure 96: Links to frequently accessed sites.



There is a link to the 1R/3R Record of Decision form on the Data to Go form tool and Questions/Requests page; it will be added to the primary Link page at the next release.

Questions, Requests or Training

For any questions, technical assistance or to request training, ODOT staff can contact Traffic Roadway.

Laura Hansen: Laura.L.HANSEN@odot.state.or.us, 503-986-3308

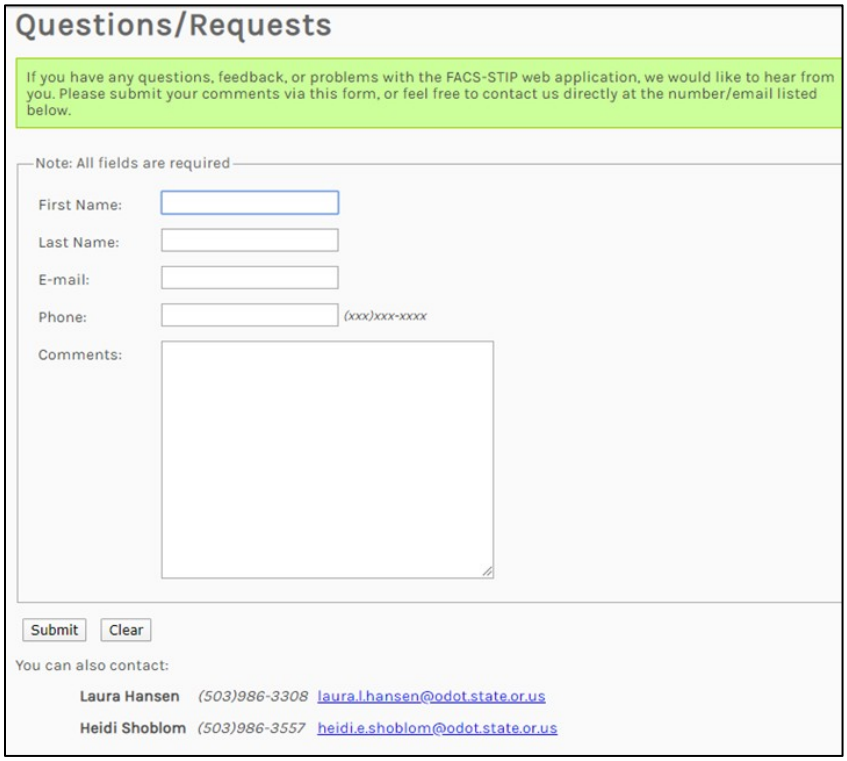
Heidi Shoblom: Heidi.E.Shoblom@odot.state.or.us, 503-986-3557

ODOT staff also have the option of submitting requests for training or providing feedback about the tool by submitting this information electronically via the 'Questions/Requests' form. Complete each field and then select 'Submit' to send or 'Clear' to cancel your email.

Staff values ideas to improve the tool or additional data that would add value for users. It also helps to know what existing functions or data are particularly valued.

It has been users input that has made the tool what it is today, so please keep sharing your ideas.

Figure 97: Questions/requests submittal form.



1R/3R Record of Decision Documentation

Process Instructions

Overview and Expectations

Effective July 1, 2020, the 1R/3R Record of Decisions Documentation process must be applied to all 1R or 3R projects at scoping and then again at project initiation (please reference Technical Bulletin RD20-01(B). This will initially be applied as follows:

- All 1R/3R projects that were scoped before July 1, 2020, will be required to apply this process at Project Initiation. **It is not necessary to apply retroactively to projects already scoped.**

- All 1R/3R projects scoped after July 1, 2020, will use this process at that time and then again at Project Initiation. The completed documentation from scoping can be used at Project Initiation to simply validate or update previous determinations.

The process is designed to improve proactive management of highway infrastructure assets based on more consistent understanding of asset conditions, needs and priorities. Since ODOT is unlikely to ever have enough funding to upgrade all assets via a construction project, a data-based decision process is called for to balance needs, priorities, funding and opportunity. It is not intended to make all 1R projects into 3R projects. It is highly likely that all pavement preservation projects will identify other deficient assets, but it may not be necessary to seek to upgrade such assets unless it is determined critical to do so and/or additional asset-specific funding is available.

This process will help identify other assets that should be considered as part of a paving project, but provides a means to document decisions when they aren't included – usually when deficiencies have not risen to a high enough priority or when funding is simply not available. An appropriate 1R preservation treatment can also proceed as 1R while addressing other assets by requesting asset-specific funding. No pavement preservation project needs to be deferred because of other deficient assets – just consider what can be done and document what can't.

Process & Form Instructions

The 1R/3R Record of Decisions Documentation, Form #734-5244 (7/2020), is used to document the following process. Reports from the FACS-STIP tool are used in support of decisions documented. These reports should be included in the final set of documentation. The FACS-STIP tool then serves as a central submission and storage location when final documentation is uploaded via comment function.

Pavements Section

The anticipated, appropriate pavement design is the first determining factor and this section is where concurrence is documented by signature of the region roadway manager and the pavements manager. Complete this section based on that determination and collect those signatures. And don't worry, this concurrence will be revisited based on scoping data to confirm or modify the anticipated pavement design.

Safety Assessment

The safety assessment section is a review process to ensure the identification of any safety concerns where a 1R project is planned. It provides a basis for application of the 1R standard from a safety standpoint. It serves two key purposes: First, it ensures that the safety issues are not best addressed through a 3R project. Second, if the decision is made that the safety issues are not significant, it is important that the analysis examines opportunities to proactively implement low cost proven safety countermeasures systemically. These treatments should include low cost safety countermeasures, considering the area type, roadway and roadside characteristic within the project area that are practical and contribute to the reduction in fatal and serious injury crashes. This section of the form should be completed by the region traffic investigations engineer. They are familiar with the safety plans and can provide the expertise needed to identify safety concerns as well as suggestions for implementing low cost safety countermeasures.

The safety assessment incudes a review of ODOT's Roadway Departure Plan Safety Plan, Intersection Safety Plan, the Pedestrian and Bicycle Safety Implementation Plan, and other systemic safety plans that contribute to safety statewide. Because some plans may not be current in the process of being updated, a review of SPIS locations and a five-year crash history is included.

Review of Safety Plans

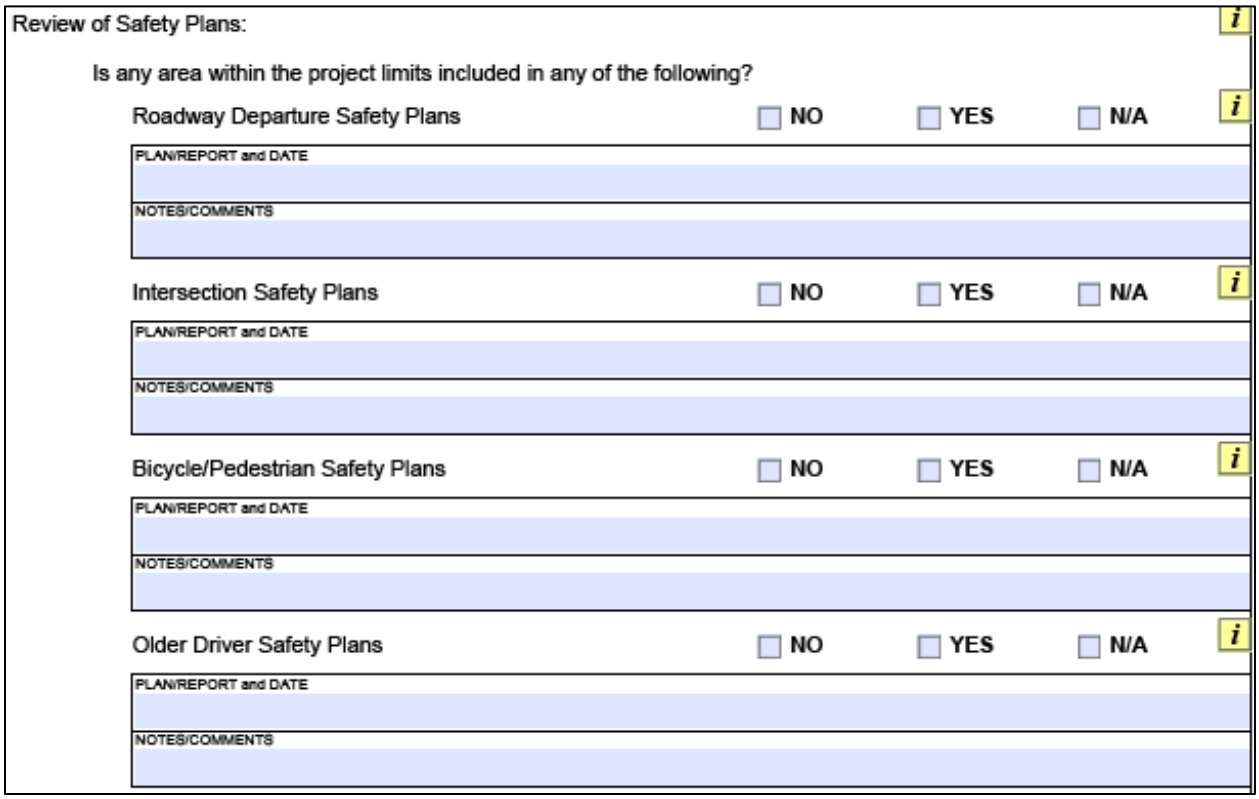
The systemic approach provides a comprehensive method for safety planning and implementation. Under the systemic approach, some low cost countermeasures are applied over an entire road/corridor to reduce crashes and risks along the entire roadway/corridor. Roadway departure, intersections and pedestrian/bicycle crashes are safety emphasis areas or 'safety areas of interest' in Oregon's Transportation Safety Action Plan (TSAP). The goal of these plans is to achieve a substantial annual reduction in fatalities and serious injuries.

The following systemic safety improvement plans on ODOTS Highway Safety web page address these emphasis areas and should be reviewed to determine if any area within the project limits is included. For each plan, identify the plan or report and the date.
Select the 'YES' or 'NO' boxes if the plan applies and a location is or is not identified. Select 'NA' if the plan or report does not apply to the project area. For example, bicycle/pedestrian improvements typically do not apply to freeway mainline projects.

If any area within the project limits is included in a plan, enter the project details, such as highway and milepoint information under the section for 'Safety Plans Notes and Comments.' The safety plans are summarized below:

- Roadway Departure Safety Plan: This plan identifies the locations, deployment levels, and expected safety benefits of systemic implementation of roadway departure countermeasures.
- Intersection Safety Plan: This plan includes intersection countermeasures as well as a detailed description and key implementation steps for each countermeasure to be implemented.
- Bicycle/Pedestrian Safety Plan. While this plan does not identify specific projects, it does identify priority locations and countermeasure options on corridors with the highest risk of pedestrian or bicycle crashes.
- Addressing Oregon's Rise in Death's & Serious Injuries for Senior Drivers & Pedestrians

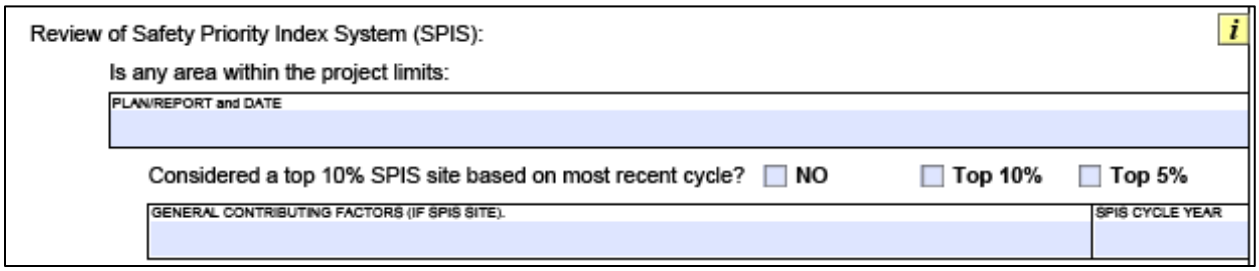
Figure 98: Review of safety plans form.



Review of Safety Priority Index System

Safety Priority Index System is a network screening method for flagging potential safety problems on public roads. Sites that are flagged can then be studied in more detail to 'diagnose' common patterns, contributing factors, and identify appropriate safety improvements. SPIS is run annually using the last three full years of available crash data from the Crash Analysis Reporting Unit (CARU). Each SPIS score is assigned a percentile rank, 95th percentile (the highest 5% SPIS scores or top 5%), 90th percentile (the highest top 10% SPIS scores or top 10%), 85th percentile and so on, all the way down to 5th percentile (the lowest 5% SPIS scores). These percentile ranks are based on SPIS cut-off values. The SPIS cut-off values are just the SPIS score that above or equal to the score is in an upper percentile and below which the score is in a lower percentile. Locations within the project area that are in the top 5% and 10% SPIS sites should be noted. The SPIS summary data is included in the FACS-STIP output data.

Figure 99 : Review of Safety Priority Index System (SPIS).



It is recommended that any SPIS data export from the FACS-STIP tool be double checked against official SPIS reports: https://www.oregon.gov/ODOT/Engineering/Pages/Highway-Safety.aspx prior to submittal.

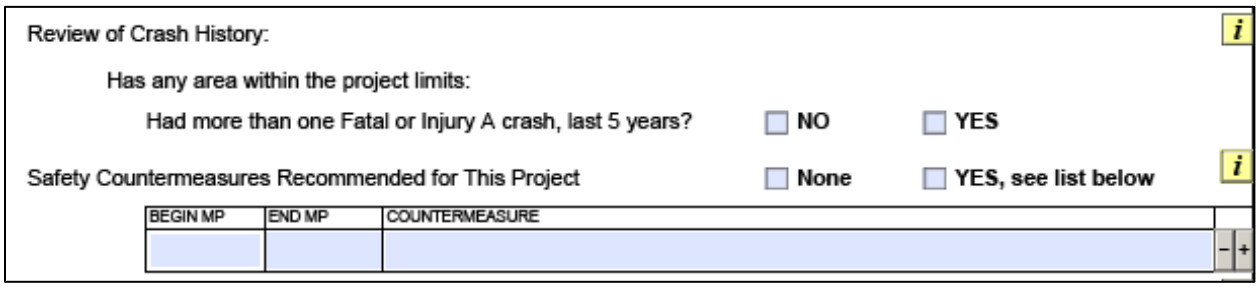
Review of Crash History

The last five years of available crash data from the CARU should be reviewed to determine if there are any fatal or serious injury crashes present within the project area. A fatal and serious injury crash summary is included in the FACS-STIP output data. If crashes are present, identify recommended countermeasures to address the crash history.

A comprehensive list of countermeasures can be found on ODOT's All Roads Transportation Safety (ARTS) web page:

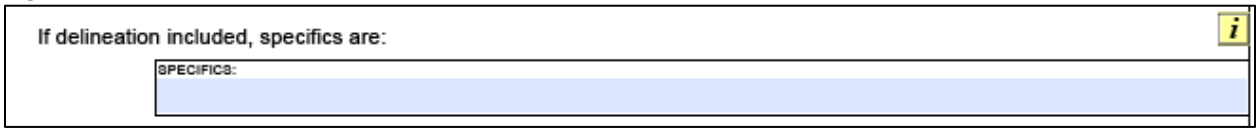
In the section under 'Critical Considerations Related to Safety' note the year, severity and describe the crash history and how the recommended safety countermeasures address the crash issue. This discussion should include any site specific safety issues or any other relevant information to help support the recommended countermeasure.

Figure 100: Review of crash history.



If delineation is being recommended for the project, please contact your region striping manager or coordinator for a copy of the Region Striping/Pavement Markings Plan.

Figure 101: Specifics info box.

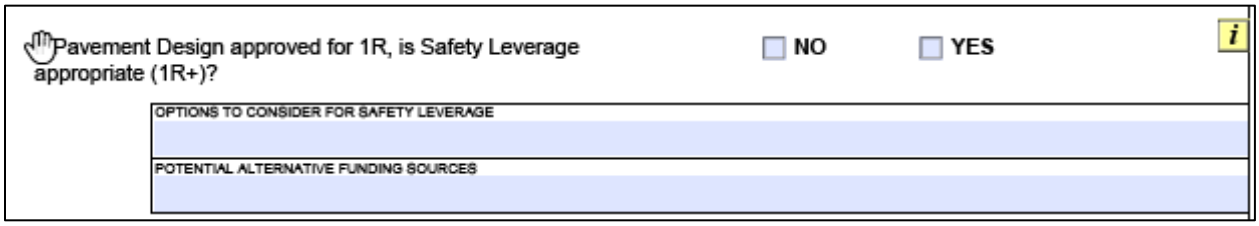


Based on the Safety Assessment, recommend if the project can be 1R or 1R+, or if it should be a 3R project. In the narrative section, under 'Critical Considerations Related to Safety Jointly Recommended by Traffic and Roadway' list all relevant information and critical considerations related to safety that support the project design standard recommendation. For example, if there are any 'YES' answers to any of the safety assessment findings questions, determine if the project can still remain a 1R project or if the project design standards should be changed. Another example, if an intersection is already being addressed through a safety project, identify the project and whether or not the design standard recommendation can remain 1R. If it is recommended that the project design standard be 3R, state why and describe the safety conditions that can be mitigated with a 3R project.

Figure 102: Safety assessment and critical considerations narrative area.

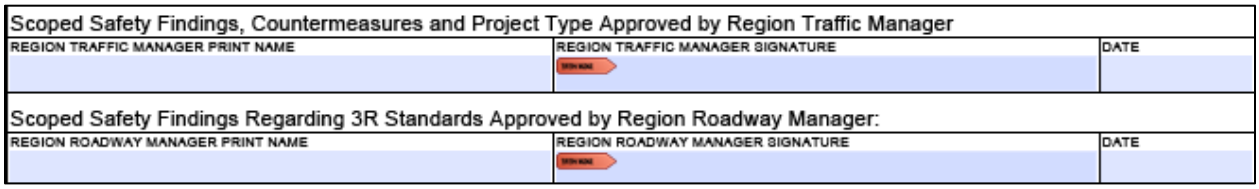
If the project design standard will be recommended to be 1R+, recommend the appropriate funding sources for the project leader/TPM.

Figure 103: Pavement design approval and options info box.



Once the safety assessment piece is complete, this section should be signed by the region traffic and the region roadway manager.

Figure 104: Scoped safety findings.



Asset Conditions, Priorities and Needs Section

ODOT's FACS-STIP tool has been, and will continue to be, upgraded to support this process and should be used for asset reporting unless an exception exists. Asset managers have been working to designate assets that are significantly out of compliance with standards and are higher priority for replacement or upgrade. Many of these **1R/3R Needs Lists** will be available July 1, 2020 and additional lists will be added as soon as possible. Use the **FACS-STIP Tool Data-to-Go** function to export both the 1R Needs Lists and/or asset inventory reports. The more specific *1R/3R Needs Lists* available now are:

- ADA Curb Ramps
- ADA Pedestrian Buttons
- Bicycle Facilities
- Sidewalks
- Signs
- Traffic Barriers
- Traffic Signals

Other assets required to be reviewed and considered will continue to be added to expand the *1R Needs Lists* as soon as possible. In the interim, please use the **FACS-STIP Tool Data-to-Go** function to export other asset inventory data as covered below.

When pulling a Data to Go report for 1R/3R it is important that you select the correct radio button in step 2, otherwise the correct filters are not applied and all data will be returned.

- Select Asset Filter: include only known 1R/3R Needs Lists.

1R/3R Needs Lists **are fundamentally exception reports. If no assets are returned on the lists available, it indicates that known inventory sufficiently meets current standards. When assets are listed, it indicates that known inventory is significantly sub-standard and should be considered for replacement. The appropriate box on the form for each asset should be checked - based on these results.**

Best Practice Recommendation: Whether you are viewing or exporting data, to ensure you are refreshing the data and accessing the correct report, do not toggle between pages, enter new parameters and rerun the report. Instead, close the page, and start a fresh report by defining your area of interest.

Each *1R Needs List*, blank or not, should be attached.

As mentioned above, a similar process must be followed for assets not yet included in *1R Needs Lists*, but some analysis will be required to determine whether or not any are

significantly sub-standard. Data to Go of the FACS-STIP tool is still used, but all existing asset inventory will need to be exported and reviewed for compliance. To foster consistency, please consult the 1R/3R Decision Documentation – Other Asset Considerations Table to help you filter or sort data in the Excel file to make the appropriate determinations. It also provides contacts for consultation when data is not yet available, for technical assistance or for help in requesting potential additional asset-specific funding. Mark boxes for these other assets according to your findings. These reports should also be attached. Please don't hesitate to contact appropriate staff if you have any questions about any data.

Finally, once the safety assessment has been completed, other asset inventories have been evaluated, additional asset-specific funding has been requested and the pavement treatment has been confirmed – document these decisions on the last page of the form.

 **The pavements manager, the roadway manager and the traffic manager will need to sign indicating their concurrence with all decisions and recommendations.**

Completed forms should be uploaded to the FACS-STIP tool via the project **commenting** function.

The 1R/3R Decision Documentation and the supporting reports should be saved as a single PDF file and then uploaded.

 **An alternative is to submit this same file to Christopher Henson, Senior Roadside Design Engineer.**

It is also recommended that a copy be retained in the region for use at Project Initiation.

At that point, it is a matter of confirming or updating the previous assessments, data, decisions and recommendations and then factoring those into the development of the project. This will be made more efficient by using documentation generated at scoping.

1R/3R Decision Documentation – Other Asset/Data Considerations Table

What, Where to Find It, Who to Contact & How Important

June 2020

Asset/Data	Project Replacement/Upgrade Considerations	FACS-STIP Asset Report Field	Replacement/ Upgrade Need Indicator(s)	Contact(s) for Technical Assistance	Priority to Include
ADA Curb Ramps	Any ramps that do not meet ADA standards need to be corrected under most circumstances – required by ADA law and by lawsuit settlement agreement.	Functional Condition:	Fair or Poor	Senior ADA standards engineer (Taundra Mortensen)	Mandatory Consideration
ADA Pedestrian Buttons	Any pedestrian buttons that do not meet ADA standards need to be corrected under most circumstances – required by ADA law and by lawsuit settlement agreement.	Functional Condition:	Poor	State traffic signal engineer (Scott Cramer)	Mandatory Consideration
ADA - CQCR	CQCRs need to be addressed under most circumstances (CQCR is a request to address a barrier under ADA and the lawsuit settlement agreement). These are vetted by region ADA contacts and technical staff to arrive at a solution that can be implemented as part of a highway construction project.	In development	Displayed value TBD	Region ADA CQCR contact or ADA program manager in the Office of Civil Rights	Mandatory Consideration

Asset/Data	Project Replacement/Upgrade Considerations	FACS-STIP Asset Report Field	Replacement/ Upgrade Need Indicator(s)	Contact(s) for Technical Assistance	Priority to Include
Bicycle Facilities	Should be considered anywhere facilities are considered to be warranted, but not present; or when existing facility is less than five feet in width.	Condition Needed Width	Poor 'Y,' but no facility present Less than 5 feet* (6 feet preferred minimum)	Active Transportation Liaisons or bicycle/pedestrian program manager	If funding available*
Bridges/ Structures	Bridges with a layer of asphalt on the deck or that have asphalt end panels should be included in 1R or 3R projects; those with concrete decks should also be considered, especially if rutted.	Deck Surface Type End panels in development	Code for asphalt or concrete Displayed value TBD	Regional bridge lead engineer or state bridge program engineer (Bert Hartman) Note: Funding may be available	Highly recommended
Bridges/ Structures – Vertical Clearance	Vertical clearance in every case cannot be reduced and should be considered if less than current standard.	In development	Displayed value TBD	Senior interchange engineer (Eliseo Lemus) Regional bridge lead engineer or state bridge program engineer (Bert Hartman)	Mandatory to not reduce

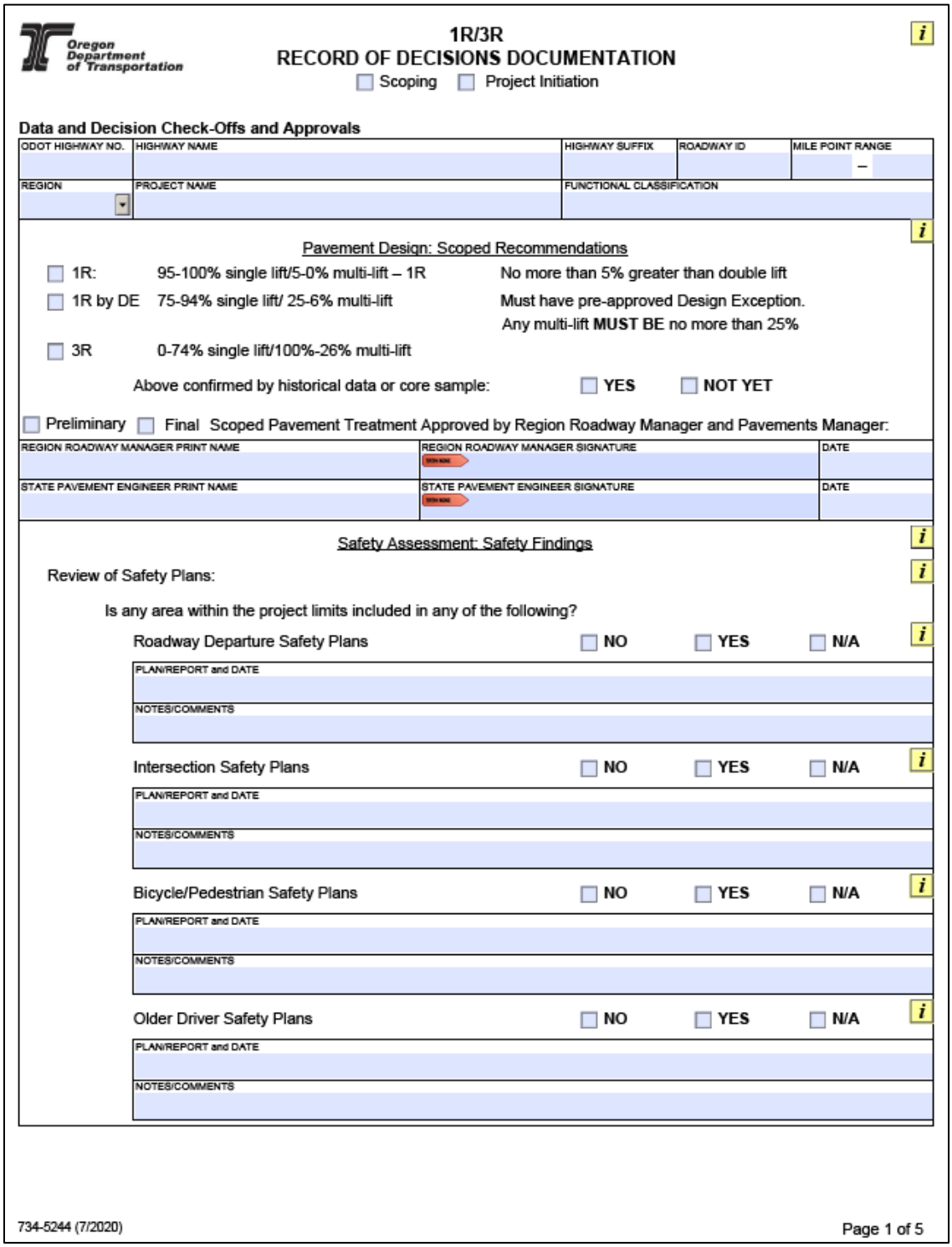
Asset/Data	Project Replacement/Upgrade Considerations	FACS-STIP Asset Report Field	Replacement/ Upgrade Need Indicator(s)	Contact(s) for Technical Assistance	Priority to Include
Bridges/ Structures – Rail Replacement	Bridge rails shown as high priority for replacement should be considered.	In development	Displayed value TBD	Regional bridge lead engineer or state bridge program engineer (Bert Hartman) Note: Funding may be available	If funding available*
Crash Data	Identifies fatal and serious injury crashes by location within a defined area	Fatalities Serious Injuries	Displayed value Displayed value	Crash Analysis Unit (Robin Ness) or region traffic investigations engineer	Mandatory Consideration
Signs	Should be considered when signs are no longer retro-reflective or when installation date is 15 or more years prior.	Retro-Reflective Fail Flag	Y	Region sign crew supervisor or statewide traffic asset coordinator (Jason Motley)	If funding available*
SPIS	Identifies Safety Priority Index System (SPIS) locations by score within a defined area	Percentile	Displayed value	Traffic safety coordinator (Tim Burks) region traffic investigations engineer:	Mandatory Consideration

Asset/Data	Project Replacement/Upgrade Considerations	FACS-STIP Asset Report Field	Replacement/ Upgrade Need Indicator(s)	Contact(s) for Technical Assistance	Priority to Include
Traffic Barriers	Any barrier, end terminal, attenuator that does not meet 350 or Mash standards (Pre-350) or any unprotected or unconnected bridge end should be considered or when installation is rated in poor condition.	Needs Condition Beg. or End. Terminal Type	Y Poor Unconnected or Unprotected	Senior roadside design engineer (Christopher Henson) Note: Funding may be available	If funding available*
Traffic Signals	Any traffic signal with a Condition Rating of 70% or less should be considered.	Condition Rating	70% or less	Statewide traffic signal engineer (Scott Cramer)	If funding available

*Conditionally mandatory for 3R projects

1R/3R Record of Decisions Documentation Form

The complete form is located in Appendix F or on the ODOT Forms page.



Oregon Department of Transportation

1R/3R
RECORD OF DECISIONS DOCUMENTATION
☐ Scoping ☐ Project Initiation

Data and Decision Check-Offs and Approvals

ODOT HIGHWAY NO.	HIGHWAY NAME	HIGHWAY SUFFIX	ROADWAY ID	MILE POINT RANGE
				–

REGION	PROJECT NAME	FUNCTIONAL CLASSIFICATION

Pavement Design: Scoped Recommendations

☐ 1R: 95-100% single lift/5-0% multi-lift – 1R — No more than 5% greater than double lift

☐ 1R by DE 75-94% single lift/ 25-6% multi-lift — Must have pre-approved Design Exception. Any multi-lift **MUST BE** no more than 25%

☐ 3R 0-74% single lift/100%-26% multi-lift

Above confirmed by historical data or core sample: ☐ YES ☐ NOT YET

☐ Preliminary ☐ Final Scoped Pavement Treatment Approved by Region Roadway Manager and Pavements Manager:

REGION ROADWAY MANAGER PRINT NAME	REGION ROADWAY MANAGER SIGNATURE	DATE

STATE PAVEMENT ENGINEER PRINT NAME	STATE PAVEMENT ENGINEER SIGNATURE	DATE

Safety Assessment: Safety Findings

Review of Safety Plans:

Is any area within the project limits included in any of the following?

Roadway Departure Safety Plans ☐ NO ☐ YES ☐ N/A

PLAN/REPORT and DATE
NOTES/COMMENTS

Intersection Safety Plans ☐ NO ☐ YES ☐ N/A

PLAN/REPORT and DATE
NOTES/COMMENTS

Bicycle/Pedestrian Safety Plans ☐ NO ☐ YES ☐ N/A

PLAN/REPORT and DATE
NOTES/COMMENTS

Older Driver Safety Plans ☐ NO ☐ YES ☐ N/A

PLAN/REPORT and DATE
NOTES/COMMENTS

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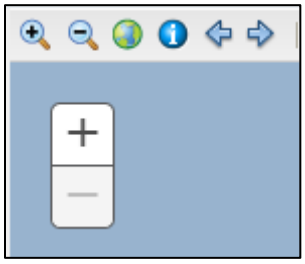
APPENDIX A - TOOLS & FUNCTIONS

DEFAULT NAVIGATION

Default navigation buttons.



The default navigation options include the following:

Panning with mouse:

Click and drag mouse pointer across map to pan.

[SHIFT] + click on map to re-center map at the point of the click.

Zoom in/out with mouse:

[SHIFT] + click and drag mouse pointer to create a rectangle to define area to zoom to.

Scroll mouse wheel forward to zoom in.

Scroll mouse wheel backward to zoom out.

Double-click right mouse key to re-center and zoom in.

The scroll bar on the left side of the screen allows users to zoom in and out on the map. The map defaults to an outline of Oregon. In order to zoom in and out on the map, move the scroll bar cursor up and down or click the arrows at the ends of the scroll bar. A mouse scroll button will also move the map in and out. Clicking on the magnifying glass with the + and drawing a box on the map will allow magnification of the user's specified area.

Not all map layers are visible at full extent and the layers will remain grayed out until you zoom in to a level at which they can be viewed. At that point they will change from being grayed out to black and are available for selection.

The Zoom function is sensitive, so try moving the bar slowly when zooming in and out.

Panning with keyboard:

Click the up/down/left/right arrow keys to move respectively.

Zoom in/out with keyboard:

Click the [+] key to zoom in one level.

Click the [-] key to zoom out one level.

Menu bar Navigation Tools

The navigation tools allow you to pan and zoom in/out or go to the full map extent.

To Zoom In:

Click the zoom in button.

Click, hold and drag a rectangle to define area to zoom to.

To Zoom Out:

Click the zoom out button.

Click, hold and drag a rectangle to define scale to zoom out.

To Zoom to full map extent:

(aka Oregon Extent) Click the globe icon in the Map toolbar to zoom to the full extent of the map.

Previous/Next Extent Tool

The Previous and Next Extent tool allows you to scroll back and forth through map extents you have viewed.

Identify Map Features

Identify allows you to view additional information about any map feature that has been set to display in the Layer Catalog.

You must first add at least one layer from the Layer Catalog in order to identify a feature.

Click the Identify Features button.

Identify map feature example.

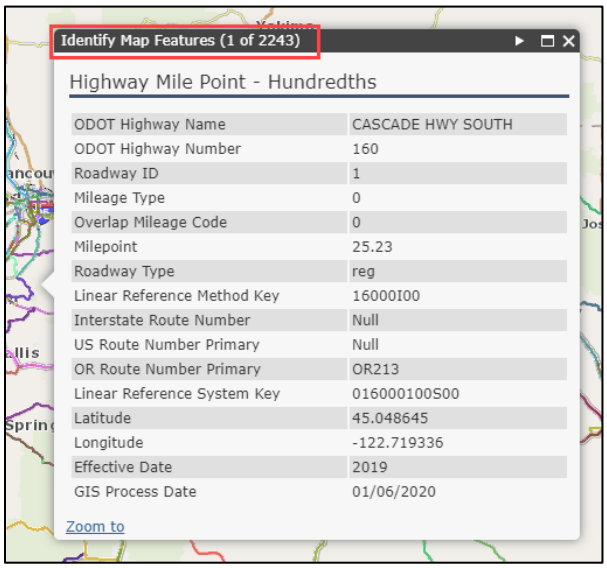
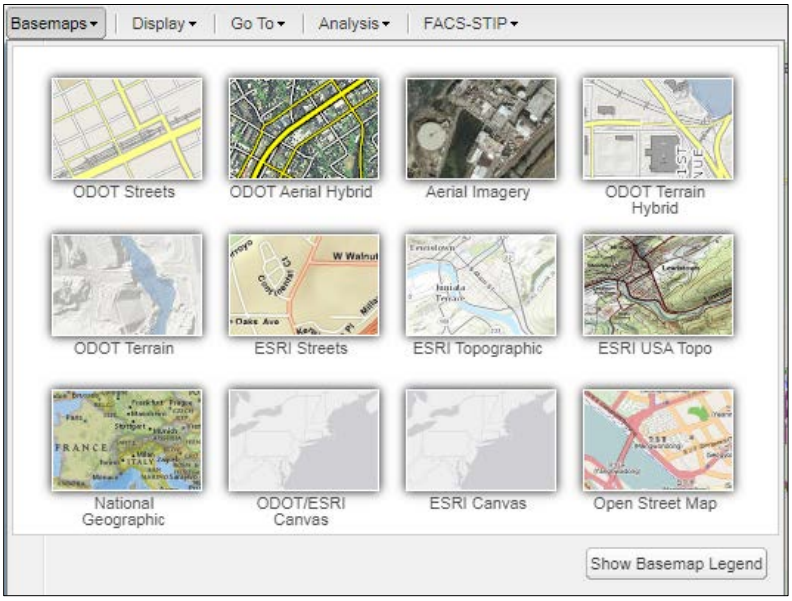


Image shows additional information returned from identify feature.

If you do not zoom in close enough you will notice that it returned 2243 features.

Zoom To will take you to that feature.

BASEMAPS



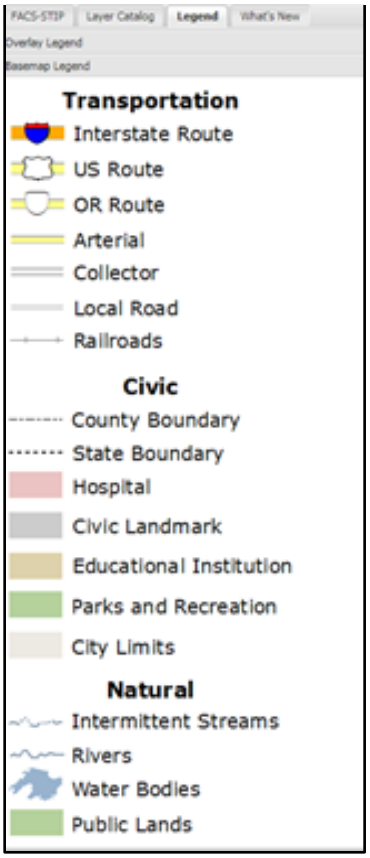
A variety of basemaps are available: ODOT Streets, ODOT Aerial Hybrid, Aerial Imagery, ODOT Terrain Hybrid, ODOT Terrain, ESRI Streets, ESRI Topographic, ESRI USA Topo, National Geographic, ODOT/ESRI Canvas, ESRI Canvas and Open Street Map.

Changing the basemap is as easy as clicking on your selection and it will display.

To close, click on the small arrow to the right of 'Switch Basemap'; that acts as a toggle to open and close the dialogue box.

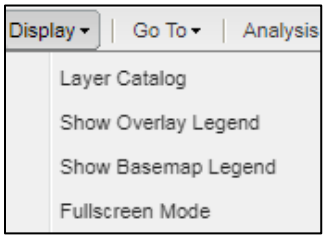
If you are curious of the symbology on the basemap, select 'Show Basemap Legend'.

Basemap legend.



DISPLAY

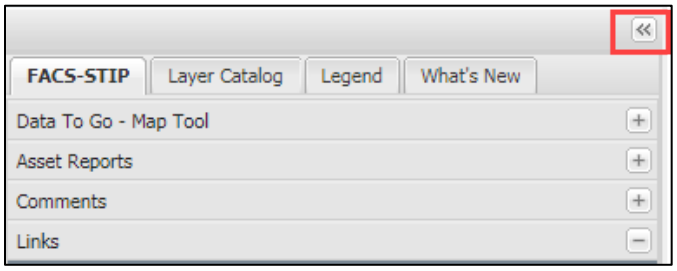
Display tab options.



Layer Catalog

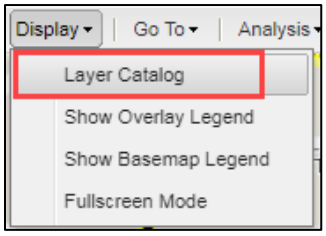
The Layer Catalog allows you to turn on or off the additional layers. Once you have turned on the display of a layer you can also identify features in that layer. The Layer Catalog can be accessed in two ways.

From the left accordion expand/collapse button:



Click the expand/collapse button to show/hide the Layer Catalog.

From the display menu:



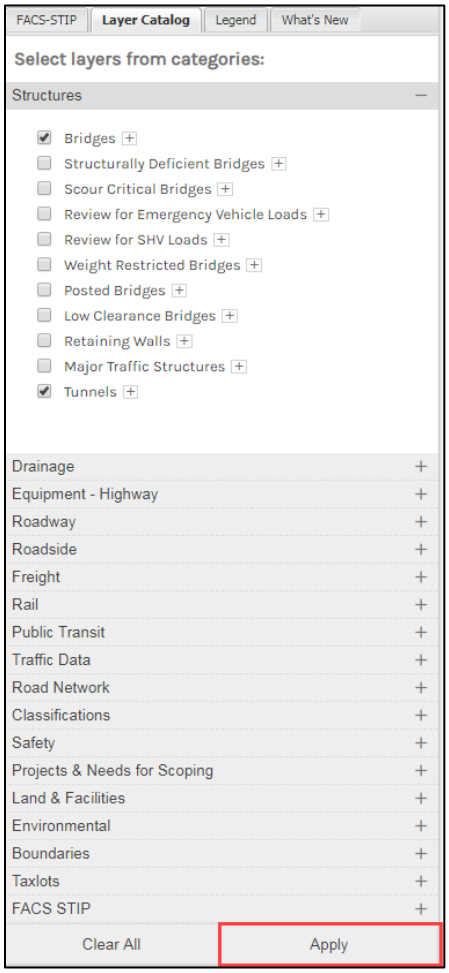
Select the Layer Catalog and the accordion will expand from the left.

Select the '+' to expand the various themes.

Select the layers you want added to the map.

Check the boxes of the layers you want to add to the map.

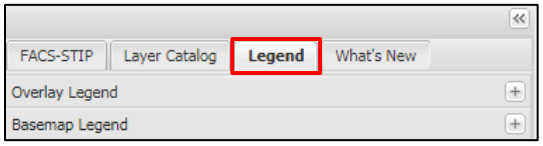
Click the **'Apply button'** to add layers or **'Clear All'** to remove.



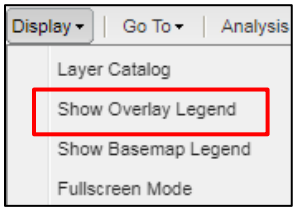
Show Overlay Legend

The Overlay Legend allows you to see the map feature symbology that is set to display when you add layers from the Layer Catalog to the map. The Overlay Legend can be accessed in two ways.

From the left accordion expand/collapse button:



From the display menu:

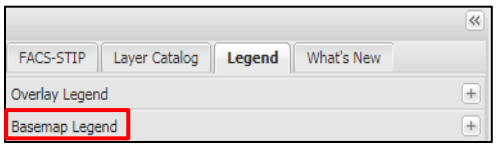


Select the Overlay Legend folder tab to see the symbology of the map features.

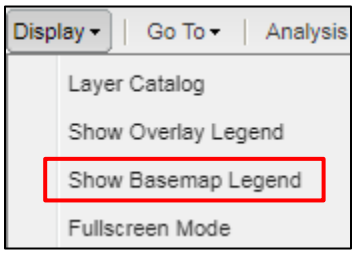
Show Basemap Legend

The Basemap Legend allows you to see the map feature symbology that is set to display by default in the map. The Basemap Legend can be accessed in two ways.

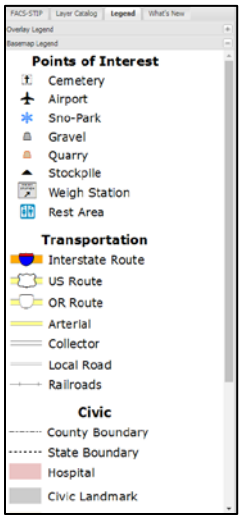
From the left accordion expand/collapse button:



From the display menu:



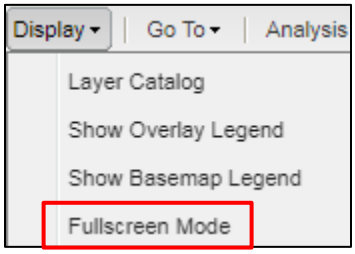
Select the Basemap Legend folder tab to see the symbology of the map features.



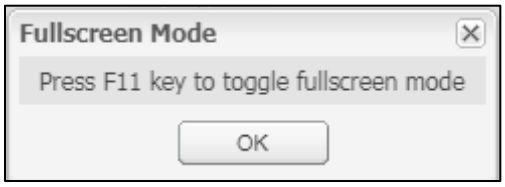
Fullscreen Mode

Fullscreen Mode allows you to maximize TransGIS to the entire area of your screen. Fullscreen Mode can be initiated either by clicking the F1 key on your keyboard or by accessing it through the display menu.

In the Display menu, select **'Fullscreen Mode.'**



The following dialog box will appear. **'Press F11 to toggle between Fullscreen Mode.'**



GO TO

Go To Latitude/Longitude

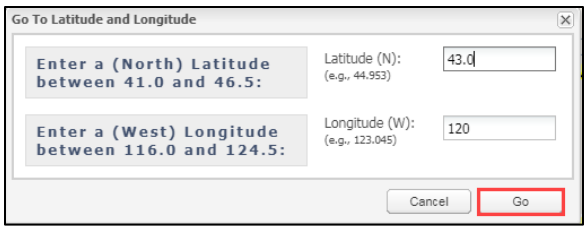
Go To Latitude/Longitude allows you to go to a specific lat/long coordinate. A graphic push pin and coordinate labels will be placed at the specific location.

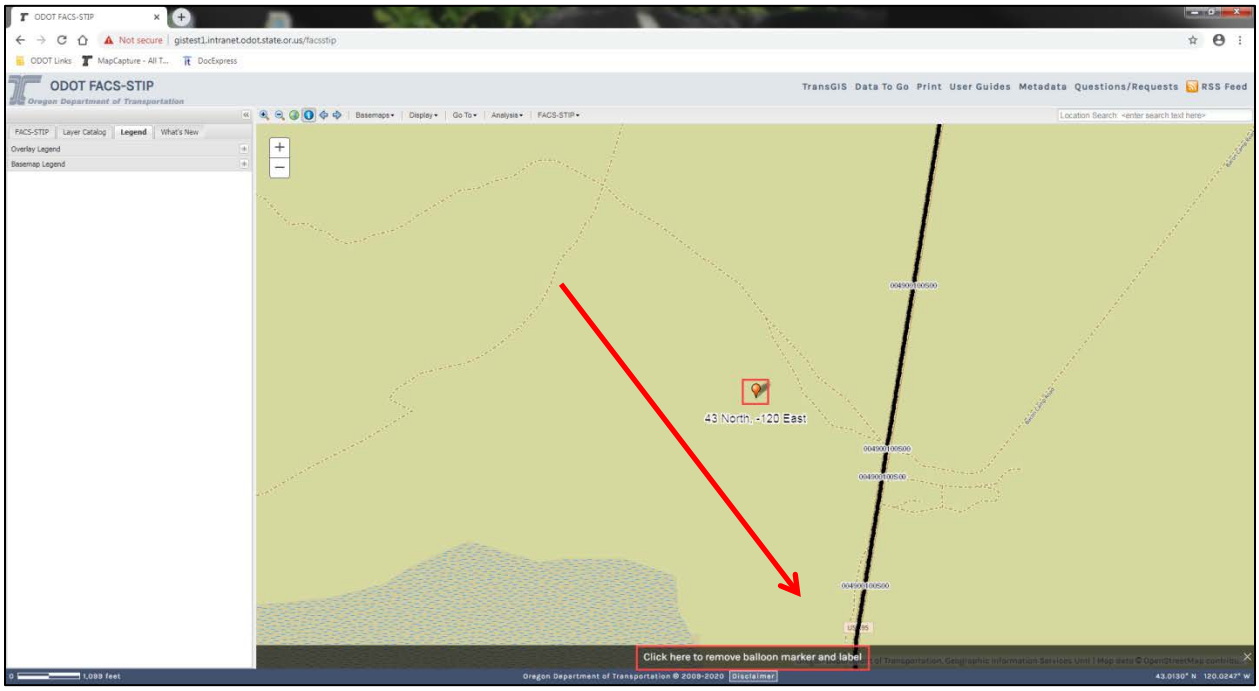
In the Go To menu, select **'Latitude/Longitude.'**

Enter the latitude in decimal degrees.

Enter the longitude in decimal degrees.

Click **'Go'** to go to latitude/longitude.





A graphic is placed at the location.

Clear the graphic by clicking on the bottom panel.

Go To Highway Milepoint

Go To Highway Milepoint allows you to go to a specific highway number and milepoint location. A graphic push pin and milepoint label will be placed at the location. The highway number is ODOT's highway index number system, not the route number, used to identify highways.

In the Go To menu, select '**Highway Milepoint.**'

From the drop-down enter highway number, highway suffix, roadway ID and milepoint. It will start auto-populating in each cell as you start entering a value. Once you enter the milepoint you will notice it starts to process your entries and zoom to your location.

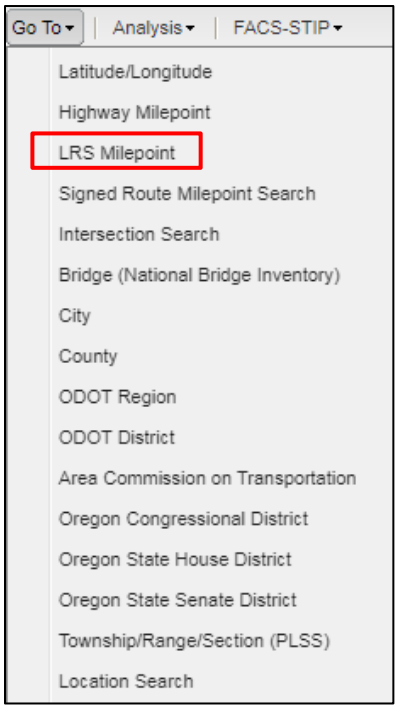
A graphic is placed at the location.

Clear the graphic by clicking on the bottom panel.

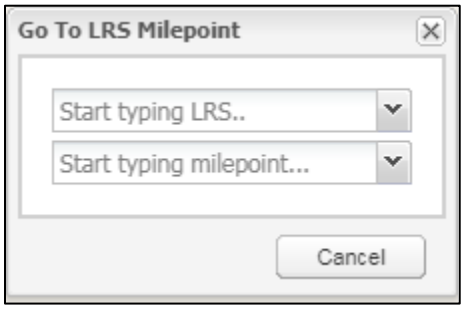
Go To LRS Milepoint

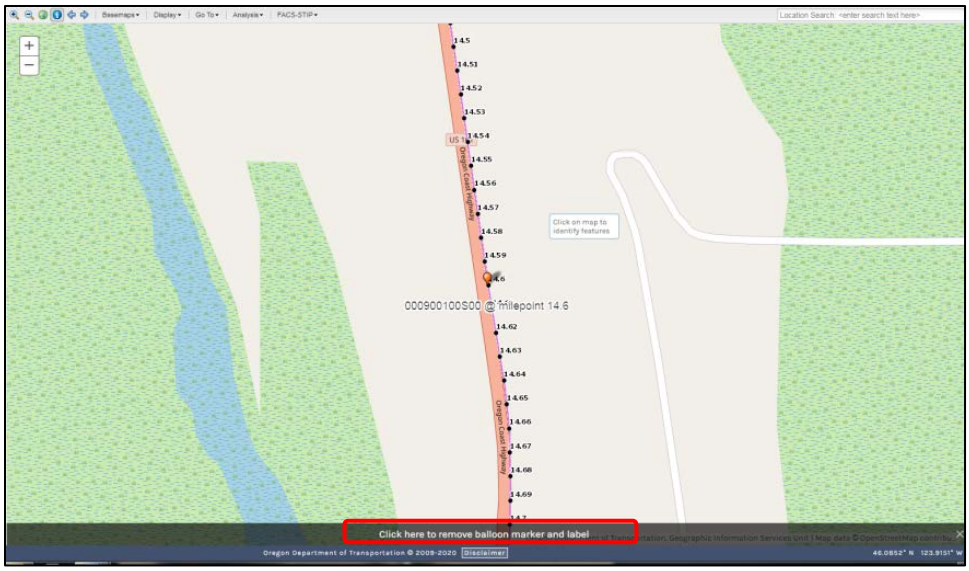
The Go To LRS Milepoint tool allows you to go to a specific milepoint location and places a graphic push pin and milepoint label at the specific location. The LRS is the linear referencing system code that identifies a unique section of highway for location purposes.

In the Go To menu, select **'LRS Milepoint.'**



Enter highway LRS. It will start auto-populating in each cell as you start entering a value. Once you enter the milepoint you will notice it starts to process your entries and zoom to your location.





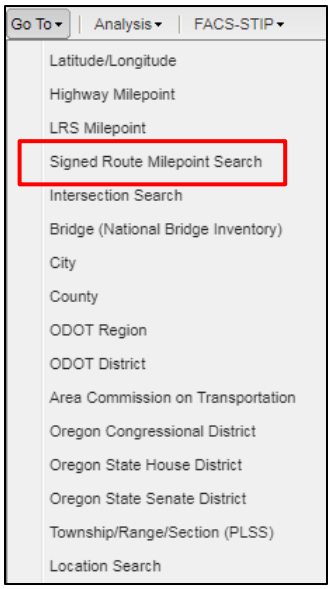
A graphic is placed at the location.

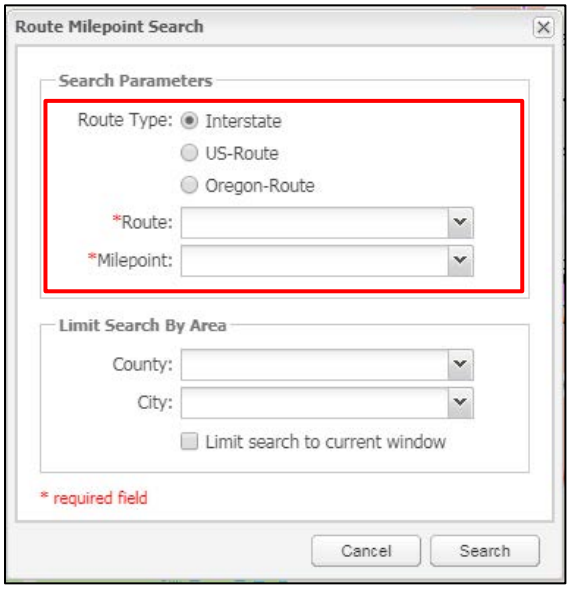
Clear the graphic by clicking on the bottom panel.

Go To Signed Route Milepoint

Go To Signed Route Milepoint allows you to go to a specific route and milepoint location and places a graphic at the location of the milepoint. The route number is the signed route number seen by the motoring public alongside the highways (i.e. I 5, US 101, OR 213.)

In the Go To menu, select **'Signed Route Milepoint Search.'**

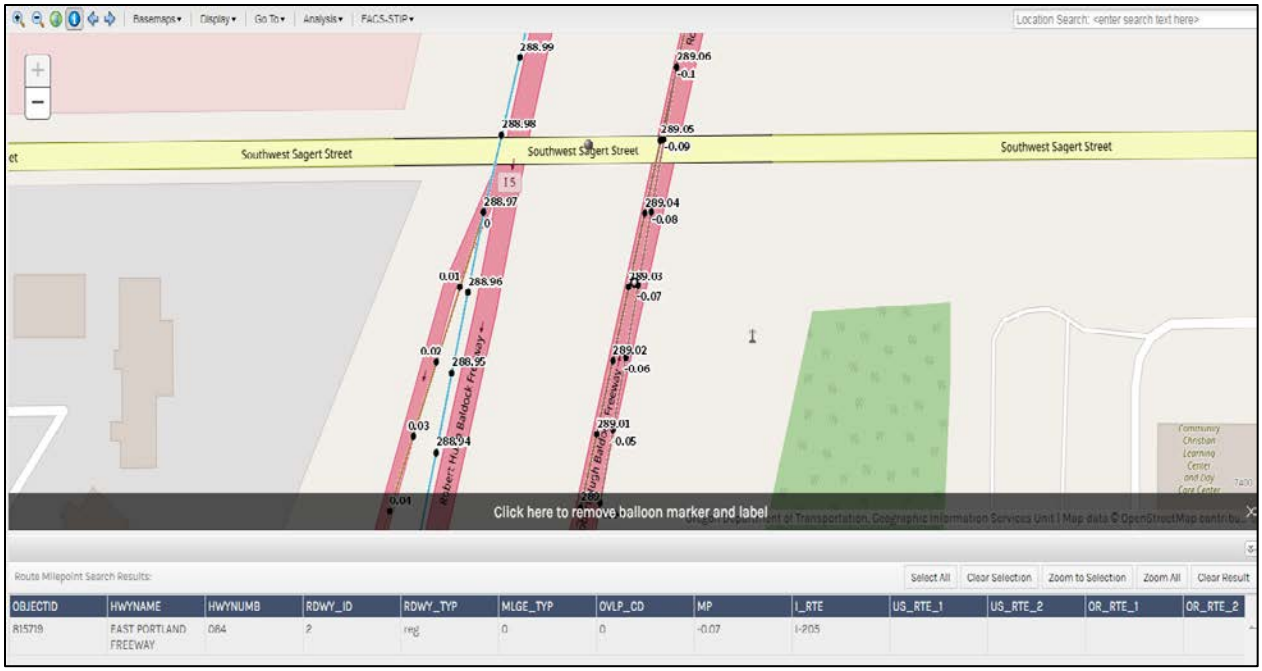




Select route type, route number, enter/select milepoint, select a city or county jurisdiction to limit search, click Search.

A graphic is placed at the location.

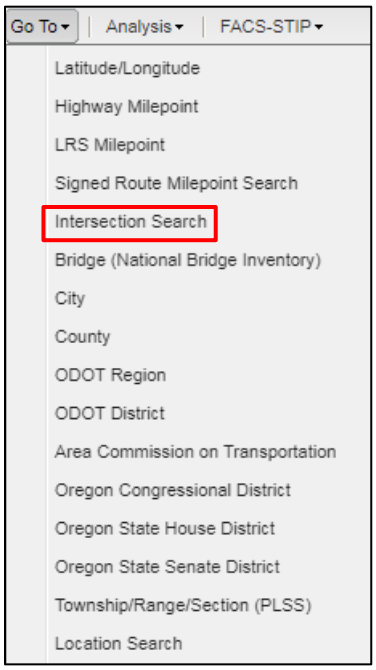
Location information is displayed.



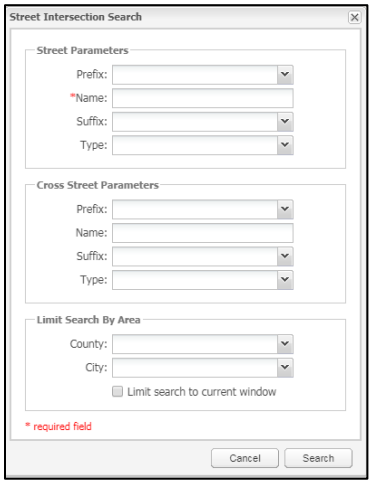
Go To Intersection Search

The Go To Intersection Search allows you to go to the specific intersection of two roads and places a graphic at the location.

In the Go To menu, select '**Intersection Search.**'



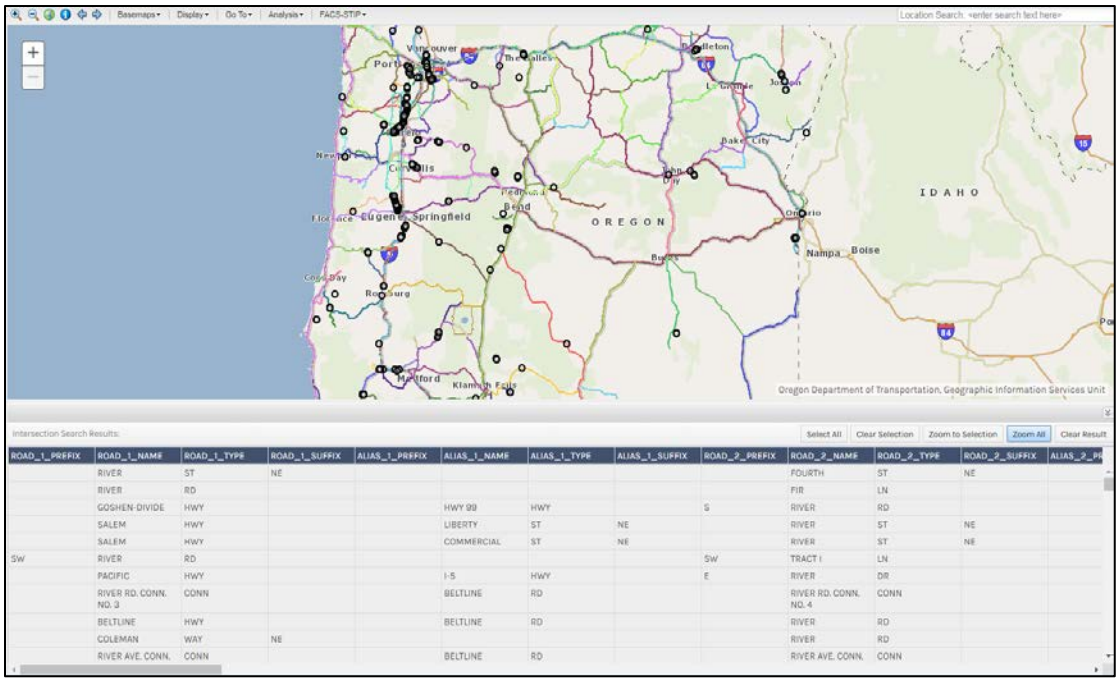
Select intersection, select/enter directional prefix, enter the cross street information, enter street name, select/enter directional suffix, select/enter street type, select a city or county jurisdiction to limit search.



If you do not know the cross street or are unsure of the spelling, you can leave the 'Cross Street' section blank and the intersection tool will find all intersections of the street entered in the 'Street' section.

Click **'Search'.**

The results will be identified with a graphic on the map and results in a window at the bottom of the map.

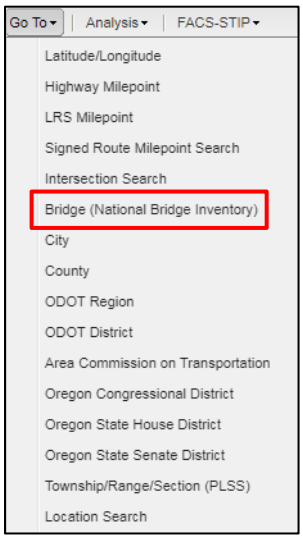


Click 'Clear Results'.

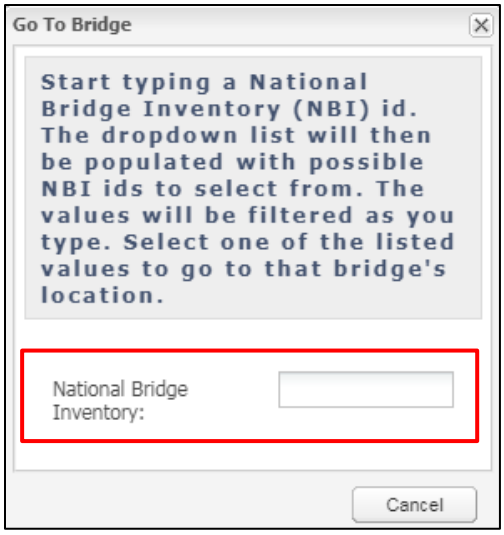
Go To Bridge (National Bridge Index)

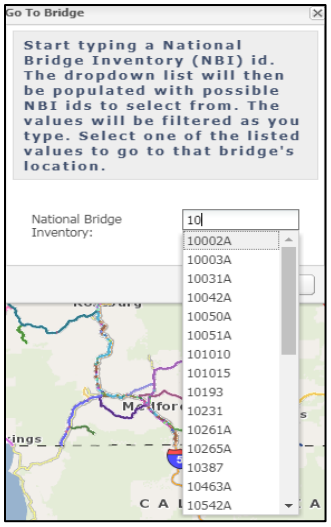
Go To **Bridge** allows you to go to a specific bridge location by entering the National Bridge Index (NBI) number.

In the Go To menu, select '**Bridge (National Bridge Index).'**



Start typing in the NBI identification number, the values will be filtered as you type.



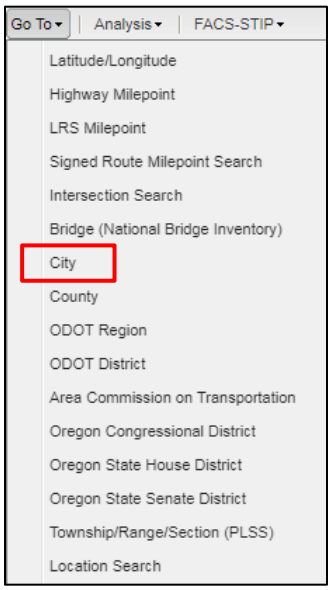


The tool will go to the location, center the map and place a push pin graphic and bridge number label.

Go To City

Go To City allows you to go to the location of a specific city by keying in/selecting the city name.

In the Go To menu, select **'City.'**



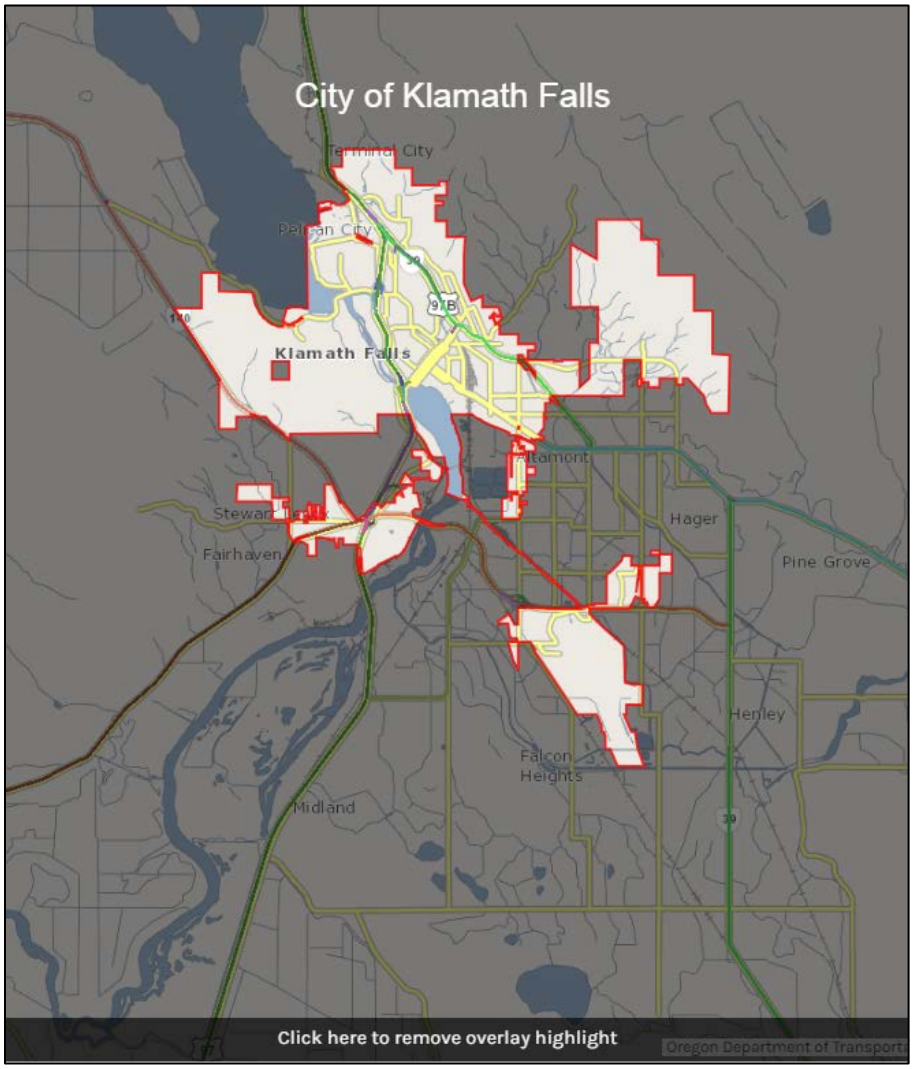
The tool will go to the city, center the map and highlight the city boundary.

Select city.

Key in the first letter of the city or select from the alpha menu.

Or select the city to go to by clicking the name.

The tool will go to the city, center the map and highlight the city boundary.



There is a bar on the bottom that you click to remove the overlay highlight.

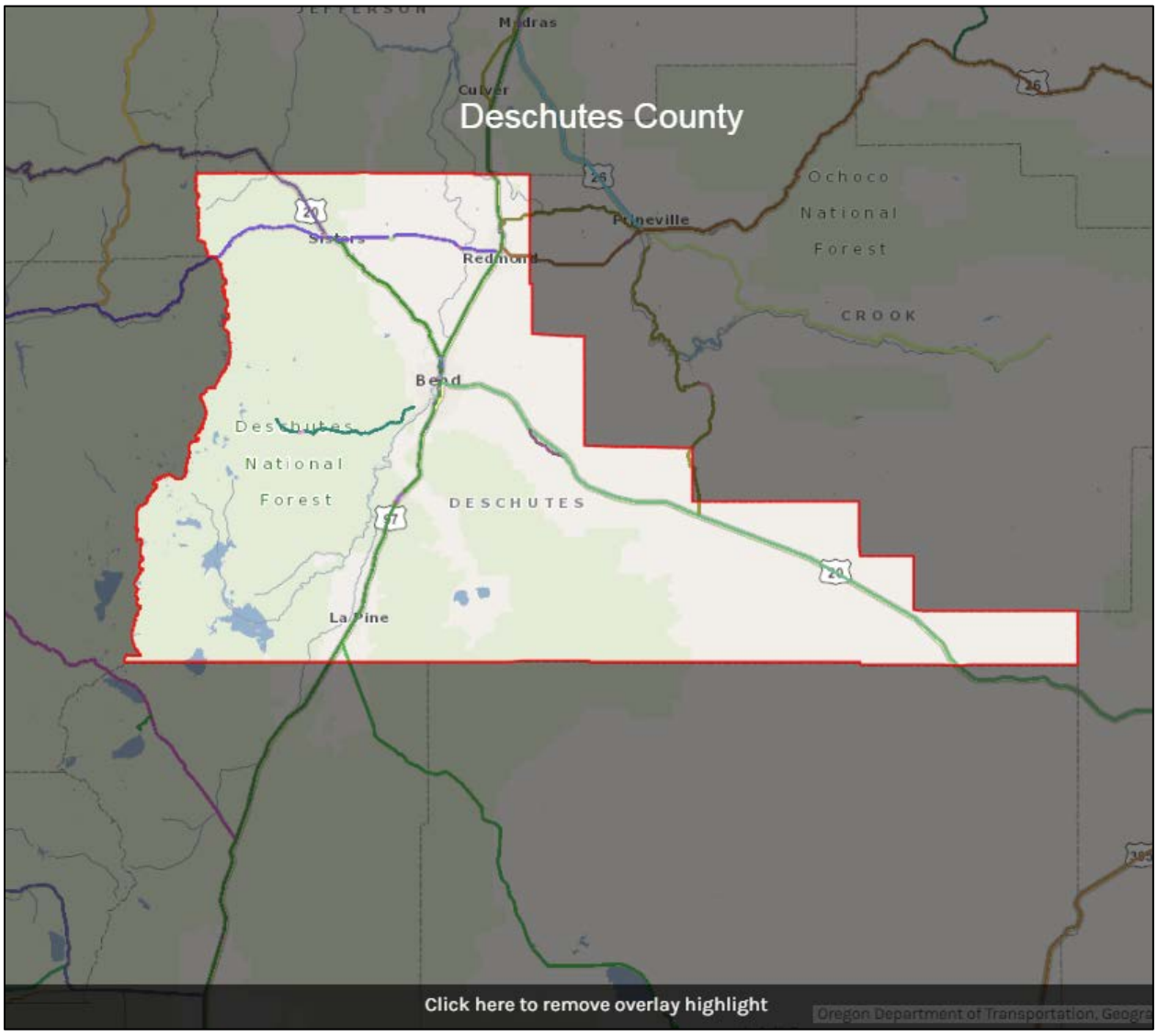
Go To County

Go To County allows you to go to the location of a specific county by keying in/selecting the county name.

In the Go To menu, select '**County.**'

Select the county to go to by clicking the name.

The tool will go to the county, center in the map and highlight the county along its boundary.



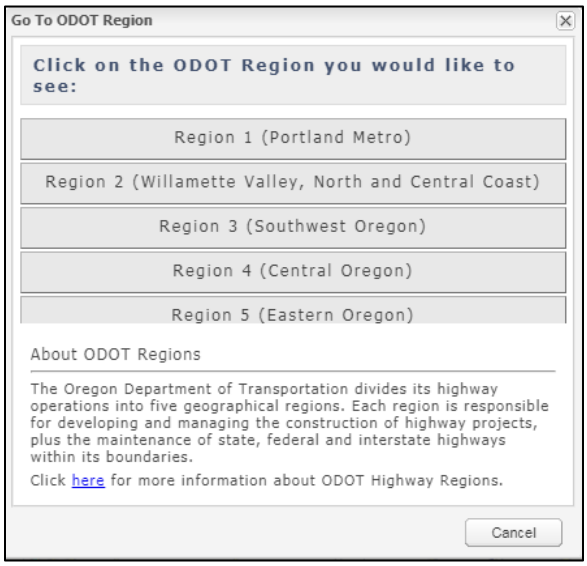
There is a bar on the bottom that you click to remove the overlay highlight.

Go To ODOT Region

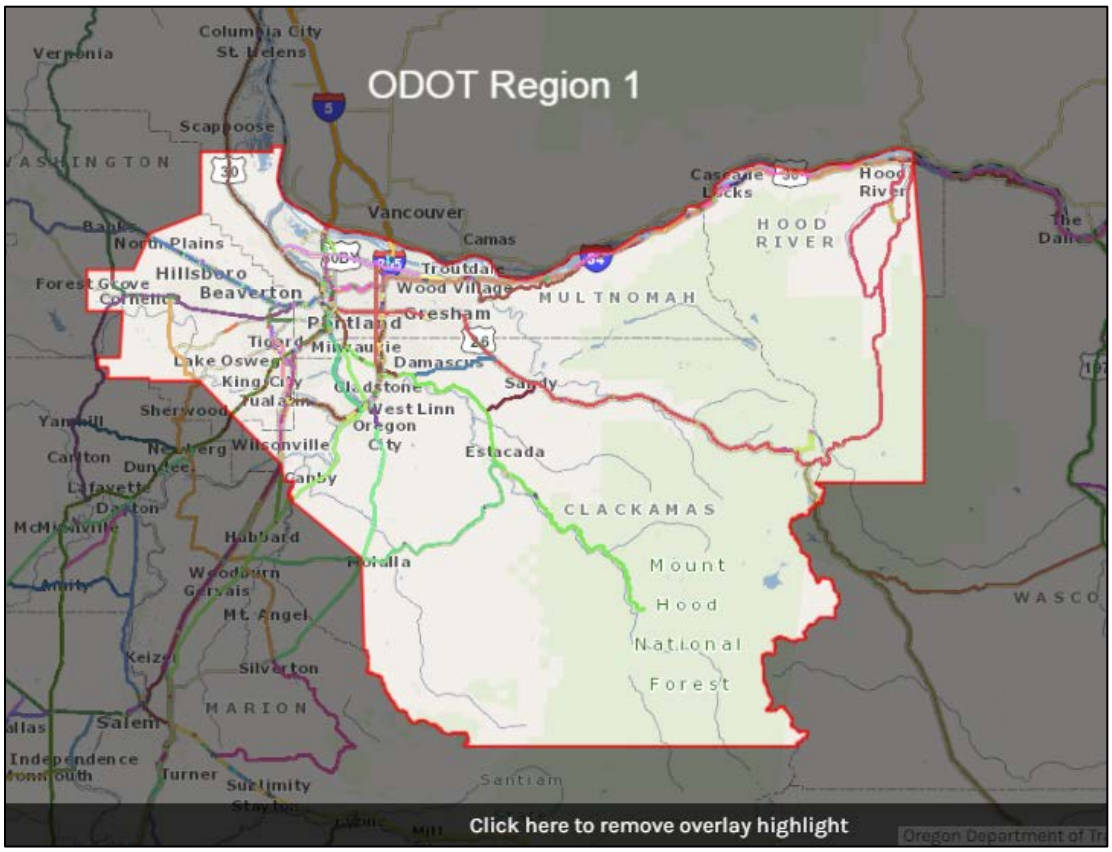
Go To 'ODOT Region' allows you to go to a specific region by selecting the region number.

In the Go To menu, select '**ODOT Region.**'

Select the region to go to by clicking the number.



The tool will go to the region selected, center the map and highlight the region boundary.

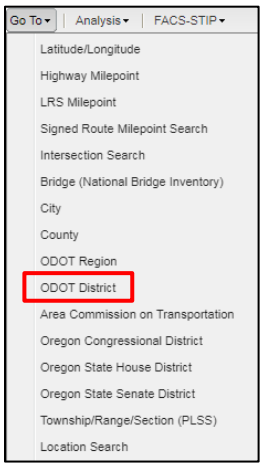


There is a bar on the bottom that you click to remove the overlay highlight.

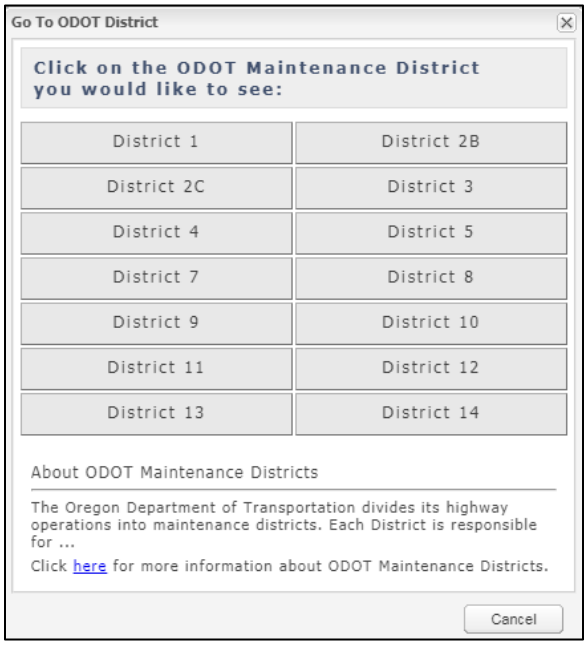
Go To ODOT District

Go To ODOT District allows you to go to a specific district by selecting the district number.

In the Go To menu, select '**ODOT District.**'



Select the district to go to by clicking the number.



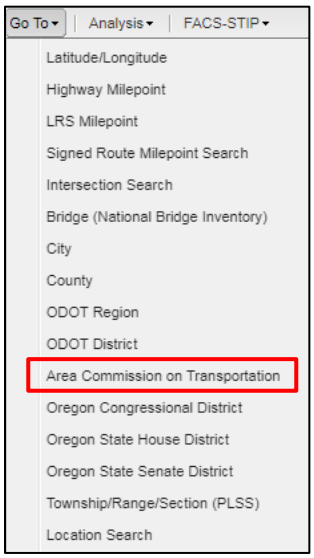
The tool will go to the district selected, center the map and highlight the district boundary.

There is a bar on the bottom that you click to remove the overlay highlight.

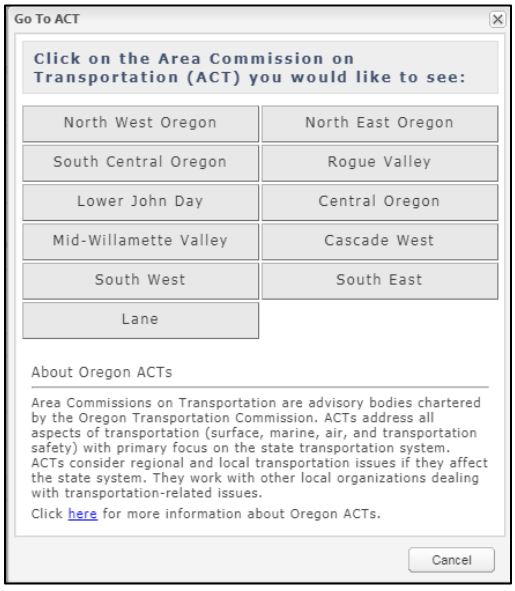
Go To Area Commission on Transportation

Go To Area Commission on Transportation allows you to go to a specific ACT by selecting the ACT name.

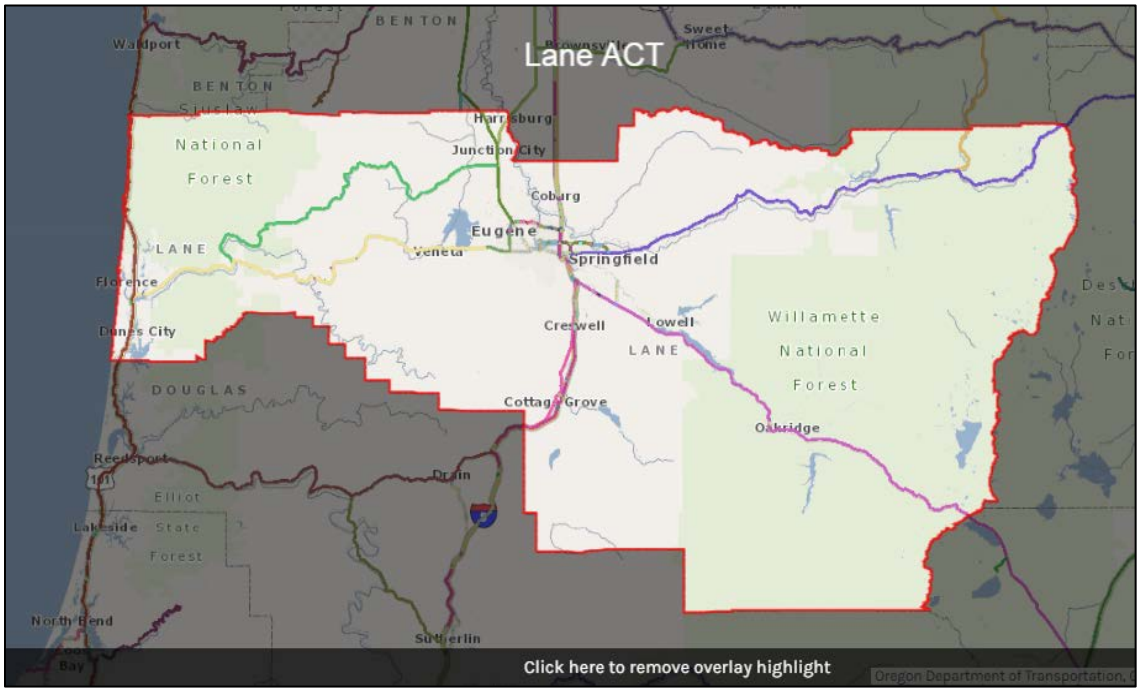
In the Go To menu, select '**Area Commission on Transportation.**'



Select the ACT by clicking the name.



The tool will go to the ACT selected, center the map and highlight the ACT boundary.



There is a bar on the bottom that you click to remove the overlay highlight.

Go To Oregon Congressional District

The Go To Oregon Congressional District tool allows you to go to a specific Congressional District by selecting the district number.

In the Go To menu, select '**Oregon Congressional District.**'

Select the district by clicking the number.

The tool will go to the district selected, center the map and highlight the district boundary.

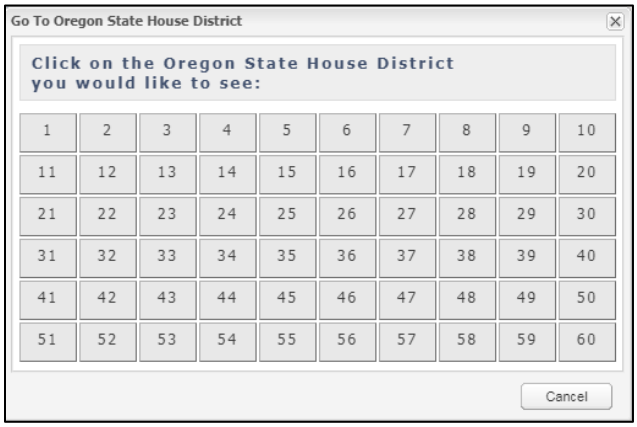
There is a bar on the bottom that you click to remove the overlay highlight.

Go To Oregon State House District

The Go To Oregon State House District tool allows you to go to a specific House District by selecting the District number.

In the Go To menu, select '**Oregon State House District.**'

Select the district by clicking the number.



The tool will go to the district selected, center the map and highlight the district boundary.

There is a bar on the bottom that you click to remove the overlay highlight.

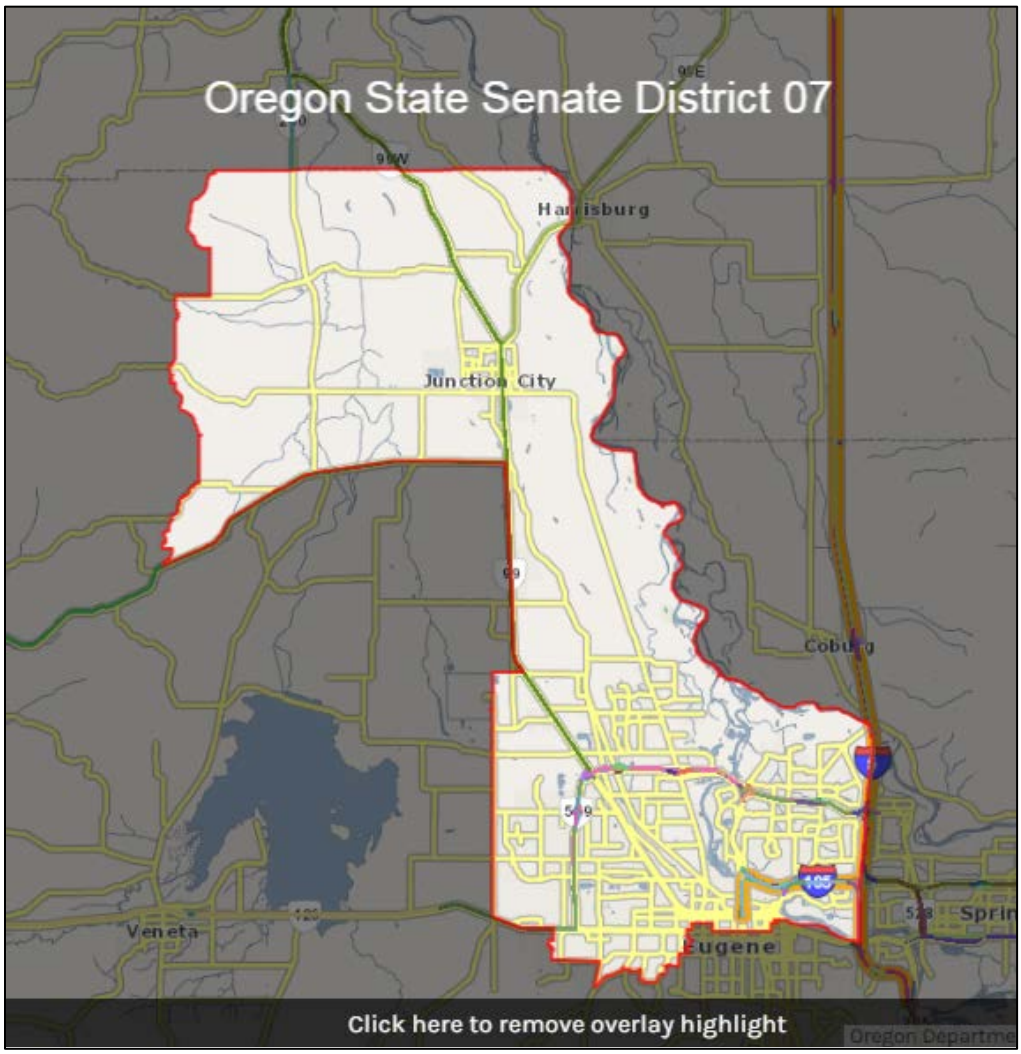
Go To Oregon State Senate District

The Go To Oregon State Senate District tool allows you to go to a specific Senate District by selecting the district number.

In the Go To menu, select '**Oregon State Senate District.**'

Select the district by clicking the number.

The tool will go to the district selected, center the map and highlight the district boundary.



There is a bar on the bottom that you click to remove the overlay highlight.

Go To Township/Range/Section

The Go To Township/Range/Section (TRS) tool allows you to go to a specific TRS by keying in/selecting the township, range and section number.

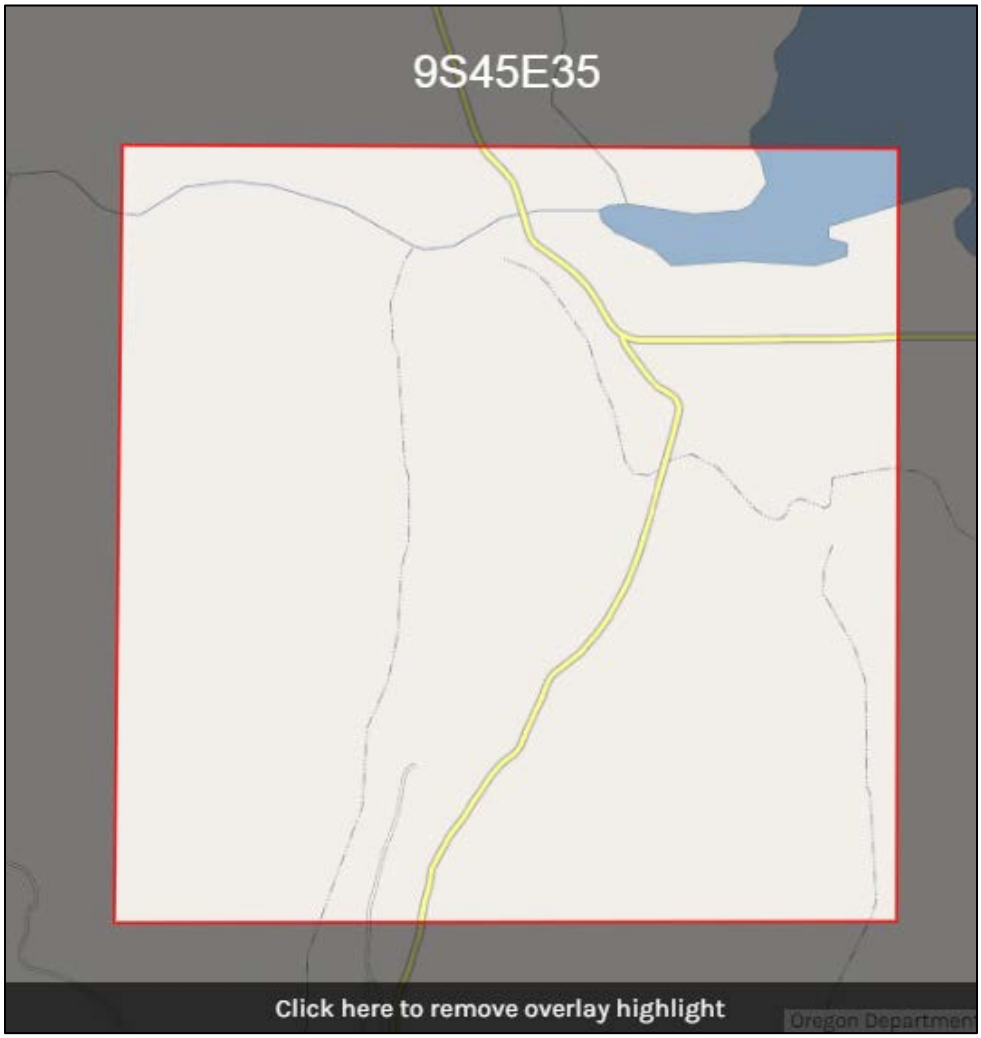
In the Go To menu, select '**Township/Range/Section.'**

Key in/Select the Township, Range and Section number.

Select North or South; Select East or West of the Willamette Meridian.

Click 'Go'.

The tool will go to the TRS selected, center the map and highlight the section boundary.

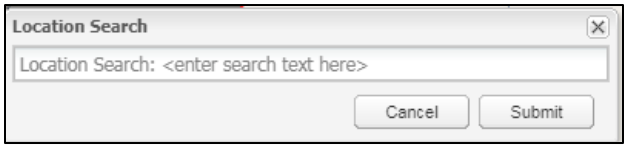


There is a bar on the bottom that you click to remove the overlay highlight.

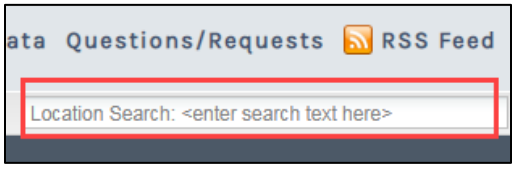
Go To Location Search

Go To Location allows you to go to a specific by entering all or part of the location (landmarks) name. A list of landmarks containing the keyed in phrase is generated. The Location functionality can be accessed by two methods.

Method 1: In the Go To menu, select '**Location Search.**'

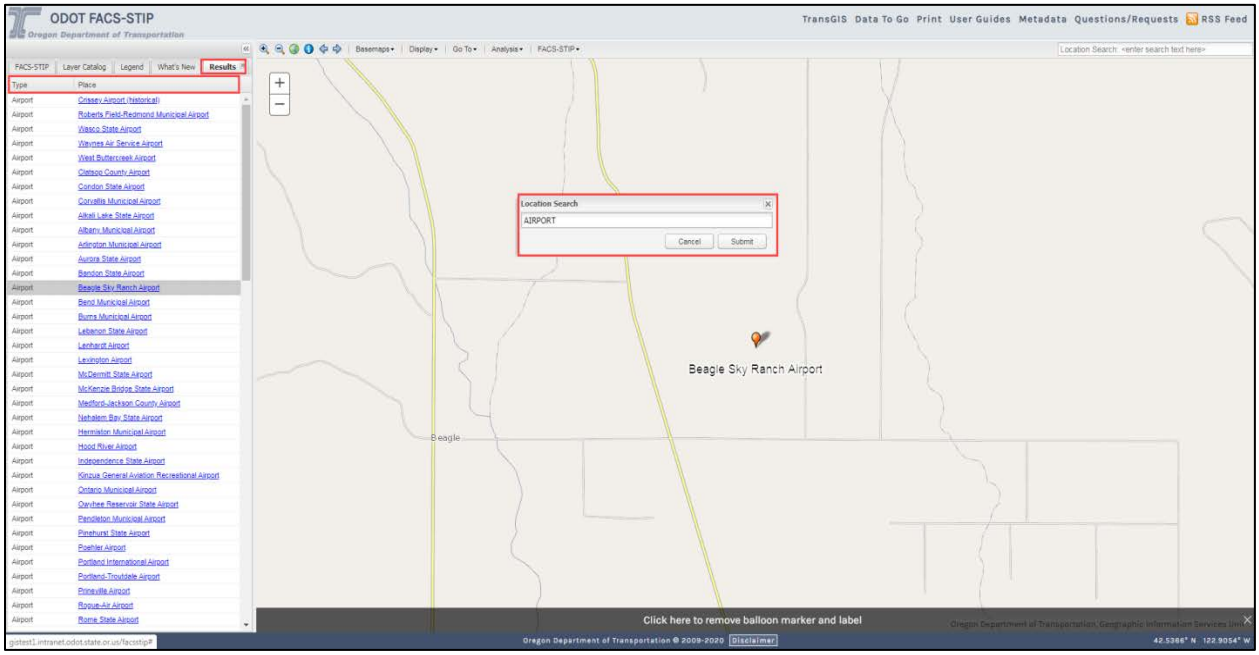


Method 2: In Location search box.



The tool will list all landmarks with the phrase entered. Select the desired landmark and the landmark will be centered in the map and a push pin will indicate its location.

Go To Location Search is recommended for landmarks or a key word, not a physical address. The tool will go to the landmark selected, center the map and place a push pin graphic and label.

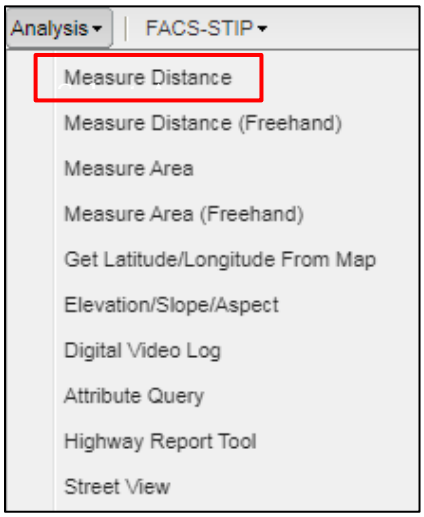


ANALYSIS

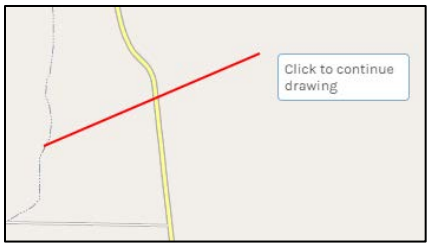
Measure Distance

Measure Distance allows you to get the length between two or more points clicked on the map.

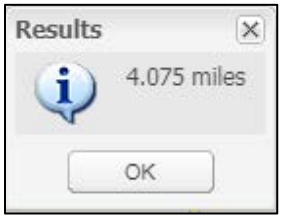
In the Analysis menu, select **'Measure Distance.'**



Click on the map to start measure, double-click to end measure.



Distance is displayed.

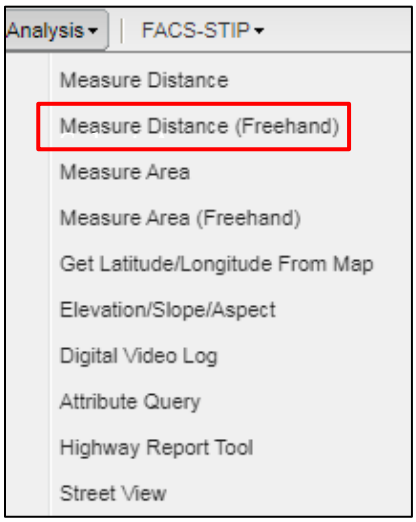


Select OK to clear.

Measure Distance Freehand

Measure Distance Freehand allows you to trace along a feature to obtain the length of that feature.

In the Analysis menu, select **'Measure Distance Freehand tool.'**



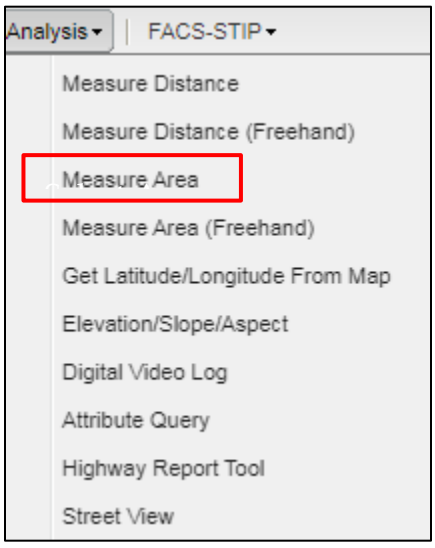
Select the Measure Distance Freehand tool.

Click to start measure and hold the mouse button down as you trace along feature you want to measure. When you release the mouse (stop) the distance is displayed.

Measure Area

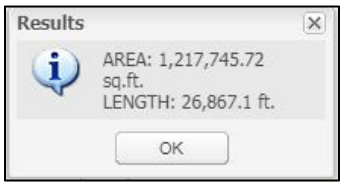
Measure Area allows you to get the area of a feature with three or more points clicked on the map.

In the Analysis menu, select '**Measure Area.**'



Click on the map to start measure, click to select your additional point(s), double-click to end measure. Your area is shaded when complete.

Area is displayed.

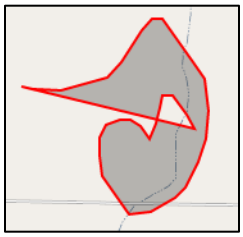


Measure Area Freehand

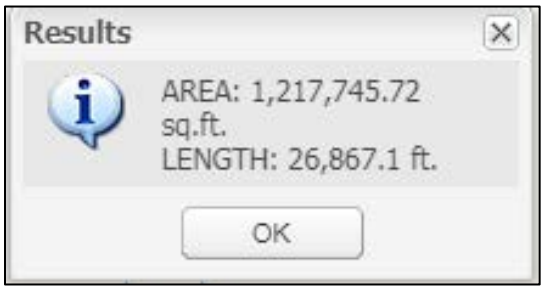
Measure Area Freehand allows you to get the area of a feature by tracing the feature on the map.

In the Analysis menu, select '**Measure Area (Freehand).'**

Click to start measure and hold the mouse button down as you draw along the area you want to measure. Release to end measure; your area is shaded when complete.



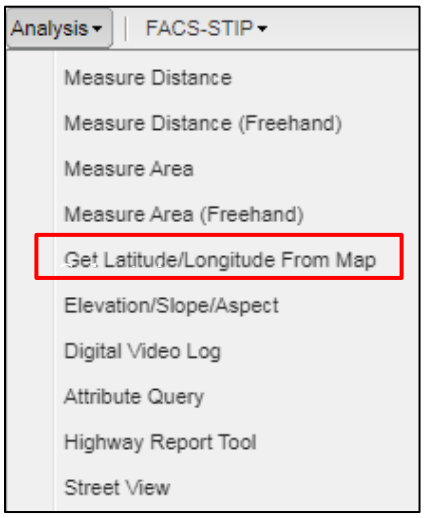
When you release the mouse (stop) the distance is displayed.



Get Latitude/Longitude from Map

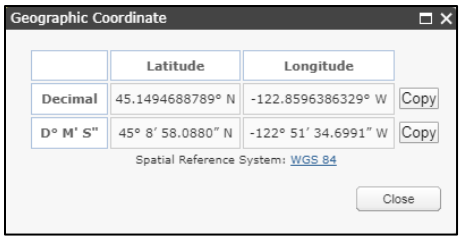
Get Latitude/Longitude from Map allows you to get the latitude and longitude of the location selected on the map.

In the Analysis menu, select '**Get Latitude/Longitude from Map.'**



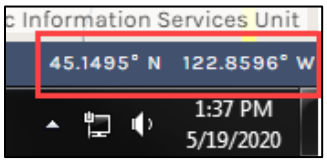
Navigate to MP area where you want to know the coordinates. Click on map.

Coordinates are displayed.



Coordinates are made available in both decimal degree and degree, minute, second and have the capability of being copied.

They can also be found in the lower right-hand corner of your screen.

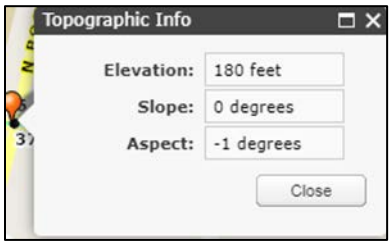


Elevation-Slope-Aspect

Elevation-Slope-Aspect allows you to get the elevation (height above sea level), slope (degree the ground slopes) and aspect (orientation or direction the slope of the ground is facing) of the location selected on the map.

In the Analysis menu, select '**Get Elevation/Slope/Aspect.**'

Find the location on the map that you want to identify; click on map.



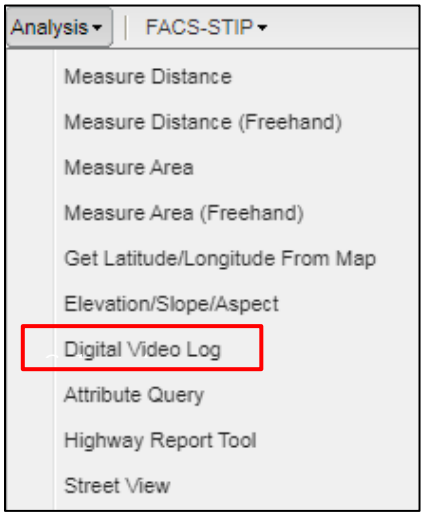
Values are displayed.

Digital Video Log

Digital Video Log allows you to define a section of highway that will return the digital video of the highway starting at the location defined by a click on the map. The DVL will start playing in a window with the same controls to change various factors in the video.

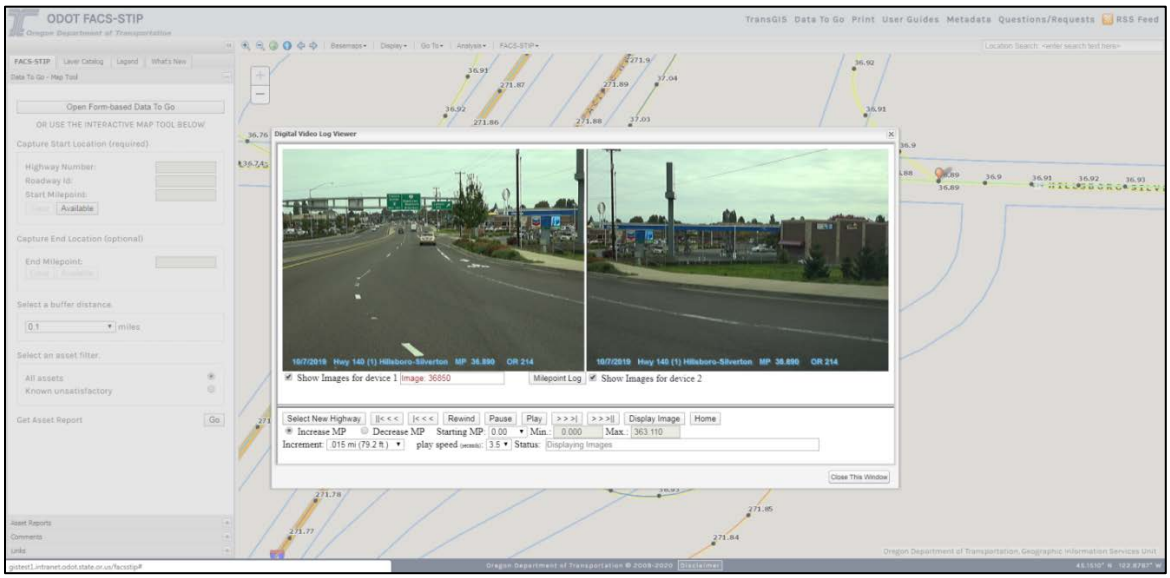
Zoom to the area you are interested in.

Click on the Analysis menu and select **'Digital Video Log.'**



A blue halo will be displayed around highways eligible for the DVL tool.

Click on the highway to initiate the DVL tool. A push pin will be dropped on your location and the DVL viewer will be displayed in a separate window.



Click on the **'Close This Window'** button in the lower right or the **'X'** button in the upper right to dismiss the viewer.

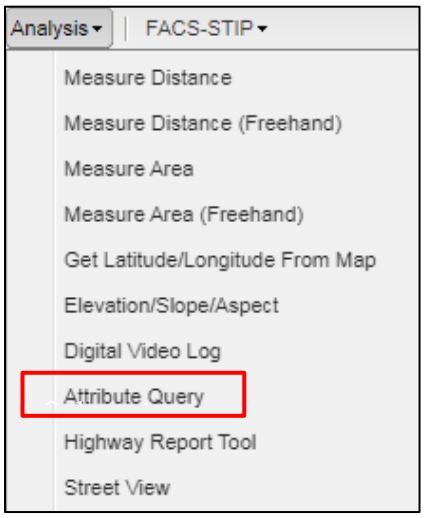
Viewer controls to change speed, increment, direction of video.

Close This Window.

Attribute Query

Attribute Query allows you to query a layer within TransGIS based on a condition in any field for that layer.

Click on the Analysis menu and select '**Attribute Query tool.**'

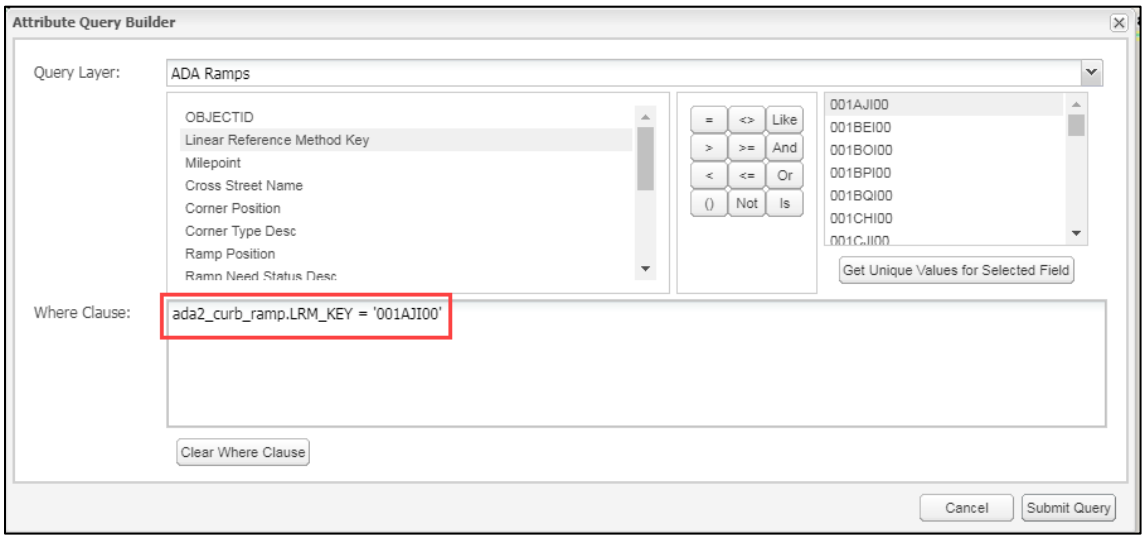


The Attribute Query tool builder will open.

Display the available map layer to query with the drop down button and select a layer by clicking on it.

Selected layer attributes display and you may select the attribute, condition and value desired to query the selected layer. The query string is built and you can submit, change or cancel the query.

Select desired attribute to query on by double-clicking; select the condition by single-click; select the value by double-clicking; then the query string is built.



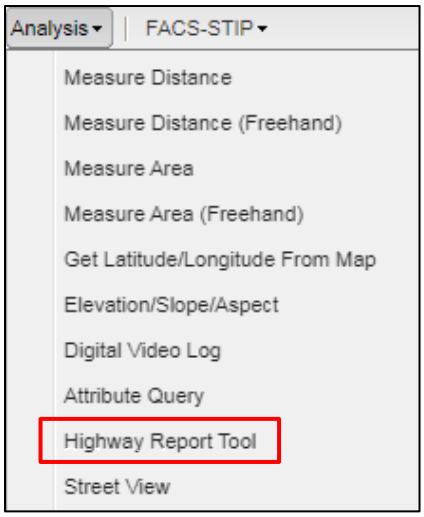
Submit query.

The result of the query is displayed in a window at the bottom of the map and the result is centered in the map window.

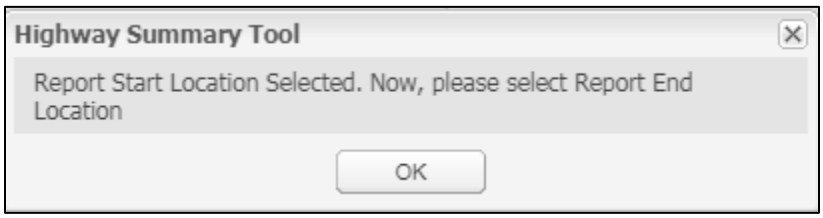
Highway Report Tool

Highway Report tool allows you to define a section of highway that will return the highway summary report on the section of highway defined by two clicks on the map. The Highway Summary report will open in a separate window in the standard TransViewer highway summary report format.

Click on the Analysis menu and select '**Highway Report Tool.**'

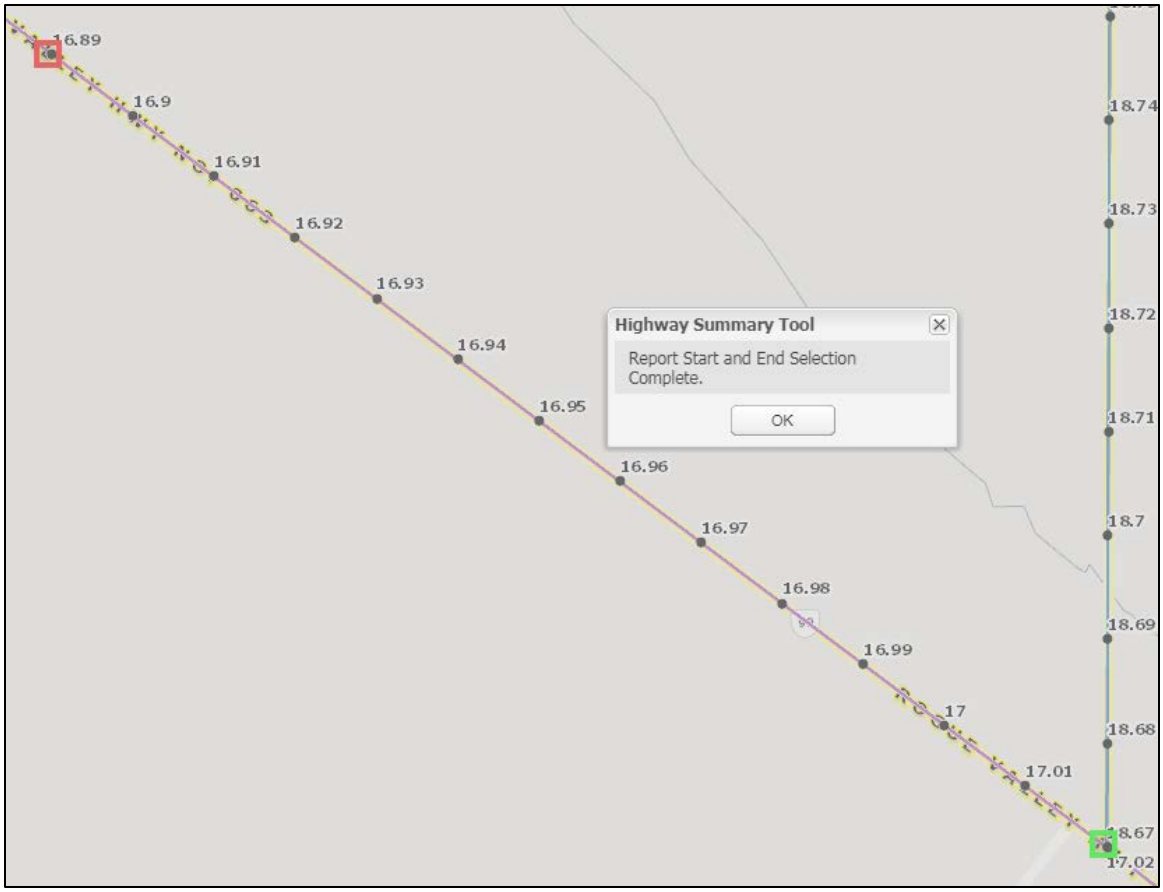


Click on the map to define a start location (identified with a **green** square).

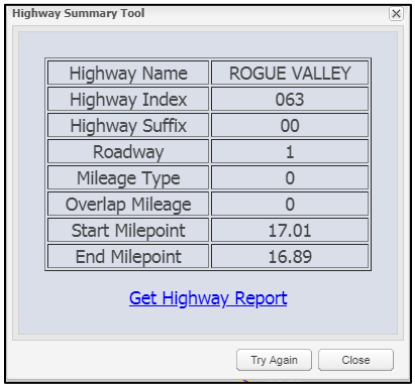


Click on the map to define an end location (identified with a **red** square).

See image on following the page.

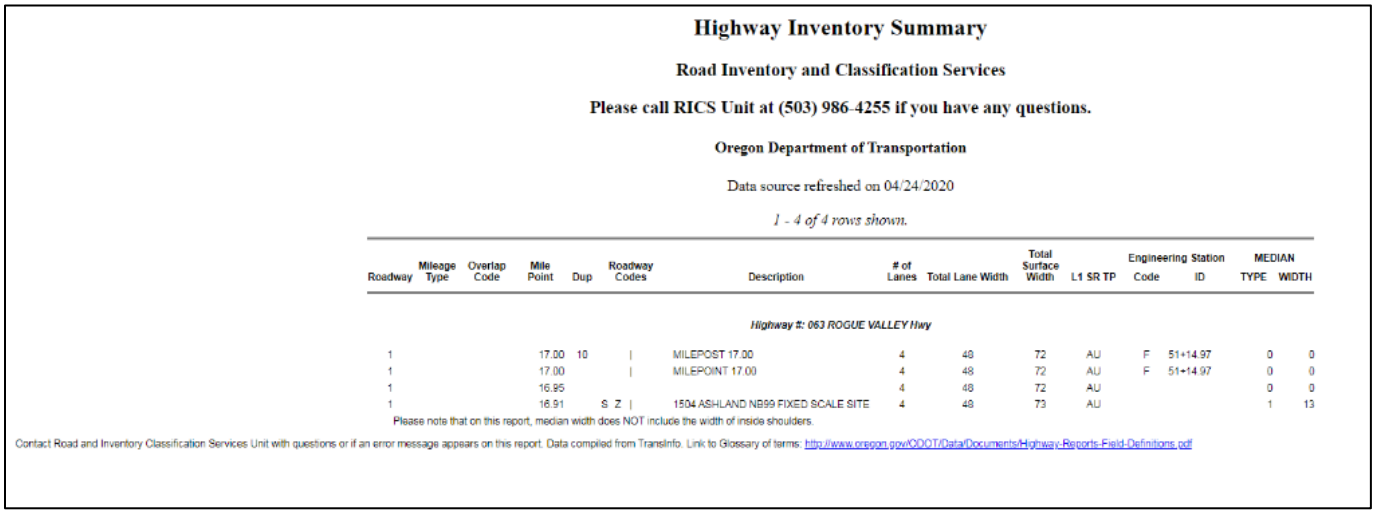


The segment defined will be displayed.



Click on the **'Get Highway Report'** to see the highway summary report.

The Highway Summary Report will open in a separate tab.



Highway Inventory Summary

Road Inventory and Classification Services

Please call RICS Unit at (503) 986-4255 if you have any questions.

Oregon Department of Transportation

Data source refreshed on 04/24/2020

1 - 4 of 4 rows shown.

Roadway	Mileage Type	Overlap Code	Mile Point	Dup	Roadway Codes	Description	# of Lanes	Total Lane Width	Total Surface Width	L1 SR TP	Engineering Code	Station ID	MEDIAN TYPE	MEDIAN WIDTH
						Highway #: 063 ROGUE VALLEY Hwy								
1			17.00	10	|	MILEPOST 17.00	4	48	72	AU	F	51+14.97	0	0
1			17.00		|	MILEPOINT 17.00	4	48	72	AU	F	51+14.97	0	0
1			16.95				4	48	72	AU			0	0
1			16.91		S Z |	1504 ASHLAND NB99 FIXED SCALE SITE	4	48	73	AU			1	13

Please note that on this report, median width does NOT include the width of inside shoulders.

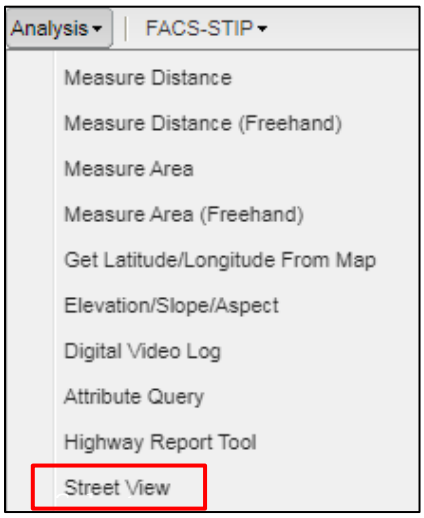
Contact Road and Inventory Classification Services Unit with questions or if an error message appears on this report. Data compiled from TransInfo. Link to Glossary of terms: http://www.oregon.gov/ODOT/Data/Documents/Highway-Reports-Field-Definitions.pdf

Close the report by closing the tab.

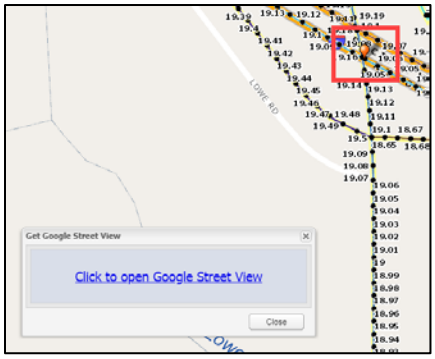
Street View

Street View allows you to define a location on a road (highway or local) and the Google street view will open at the location defined on the map in a separate tab.

Click on the Analysis menu and select '**Street View.**'



Select your location.

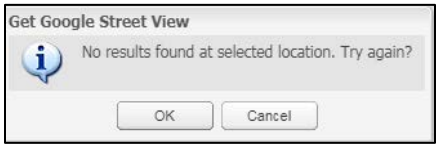


Click on the hyperlink to open Google Street View.

Google Street view displays on a separate tab with standard street view functionality.

'X' to Close.

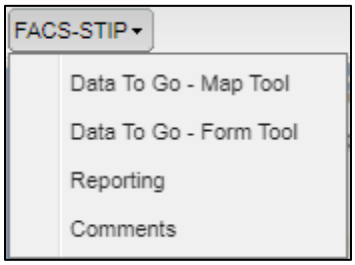
There are streets that have not been videoed by Google and when one of those streets and locations is selected the following will display thus indicating there is no street view available there.



Close the tab and select another location.

You will want to pay attention to the vintage of the imagery depending on what you are using it for. This is typically located in the lower right-hand corner of the screen identified by an Image capture date.

FACS-STIP



Data to Go - Map Tool

GIS based application that provides information in a geospatial context. Selected asset layers or other related information can be displayed using symbology against base layers. Asset attribute information can be viewed and exported; comments or updated asset inventory information files can be uploaded; summary asset reporting can be viewed.

Data to Go - Form Tool

Its primary functionality is to pull asset information for a particular location. The reports can be used for project scoping information before going into the field. FACS-STIP can also generate 1R Roadside Inventory Reports.

Reporting

Asset summary reporting gives you the ability to analyze specific assets and make statewide comparisons. It provides results in tabular and graphical form as well as the ability to export.

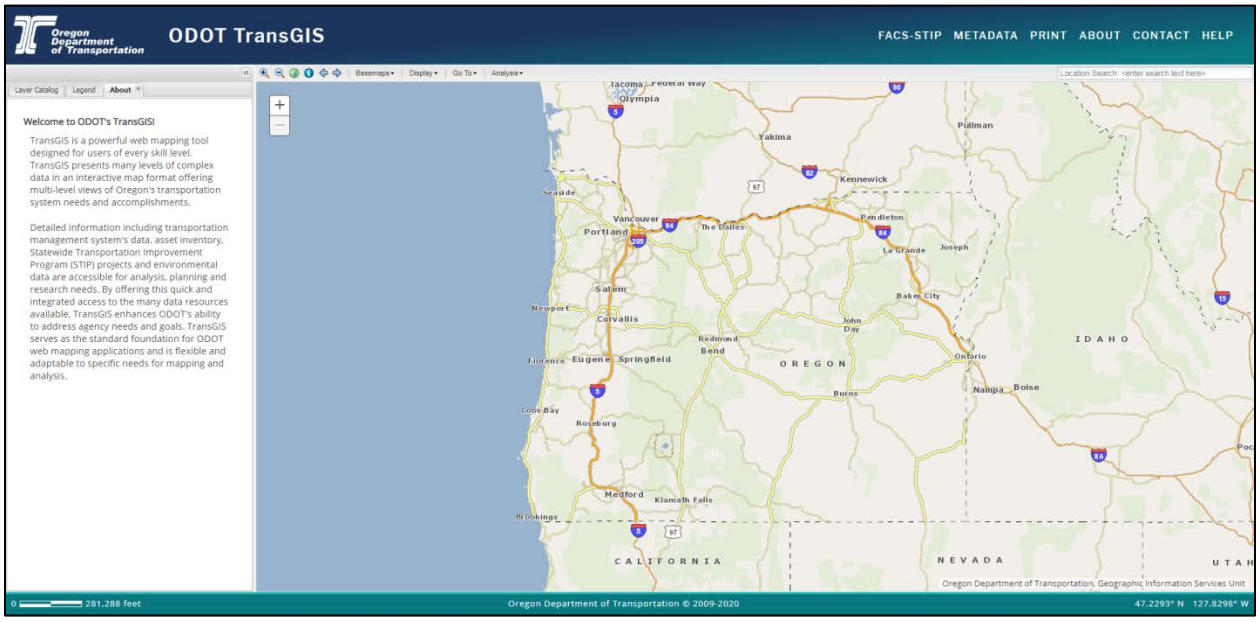
Comments

The commenting feature allows additional information to be shared with other ODOT employees and are linked to a specific location and can be viewed within the FACS-STIP tool.

TOP RIGHT NAVIGATION

TransGIS

TransGIS is a web application that serves as a foundation for ODOT web mapping applications; it is both internal and external facing and is designed for users of every skill level.



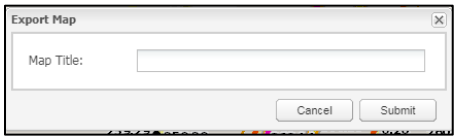
Data to Go

This takes you to the FACS-STIP Data to Go - Form Tool.

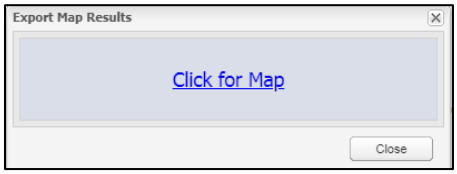
Print

To print a map:

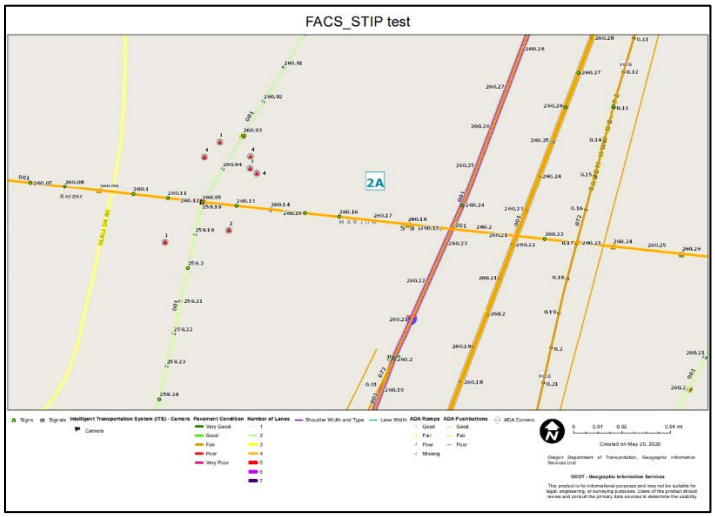
1. Navigate to a desired location on the map and turn on any map layers you would like to see. Recommendation is the 'ODOT Streets' basemap; terrain or others make it difficult to see additional layers once it is printed.
2. Select the 'Print' option, which creates a pop-up box. Provide a title and select 'Submit.'



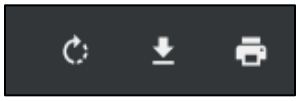
3. In the pop-up box enter a **'Map Title.'**
4. Select 'Print.' You will receive a pop-up dialogue box indicating the task is complete and providing a hyperlink.



5. When you select the link a new screen will open and a PDF of the map will appear. It will include any of the layers present as well as the map title offered by the user, a legend, directional arrow, date and disclaimer.



6. To print the map, in the right hand corner there is a printer icon.



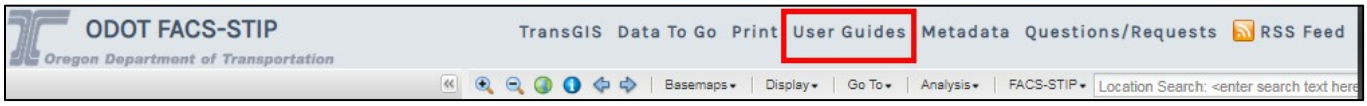
Click on the printer icon, and follow the prompts to print.

You can also download or rotate.

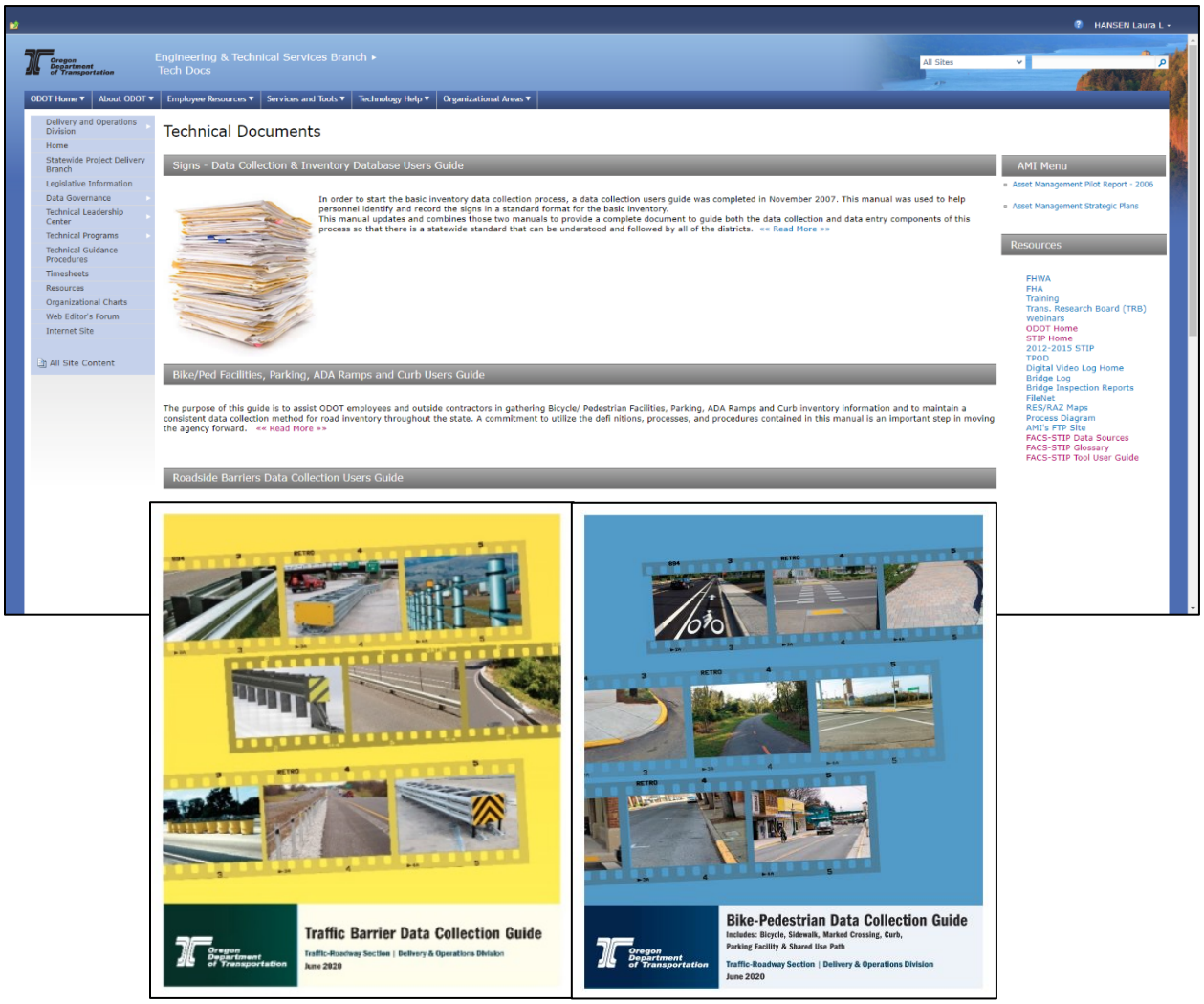
Fit to page, zoom in or zoom out.

User Guides

Most asset managers that maintain statewide inventories have documented the data model as well as the methods used to establish and maintain these inventories. These data collection guides are useful to users of the data to better understand the full meanings of the data. These guides are also useful to consult to help ODOT staff involved in roadside inventories or other updates to asset data ensure correctness, consistency and reliability.

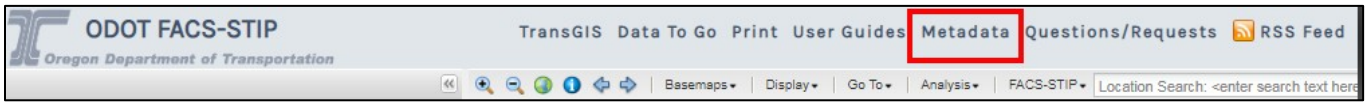


You can access the user guides from the top navigation. The image below is an example of some of the guides available.



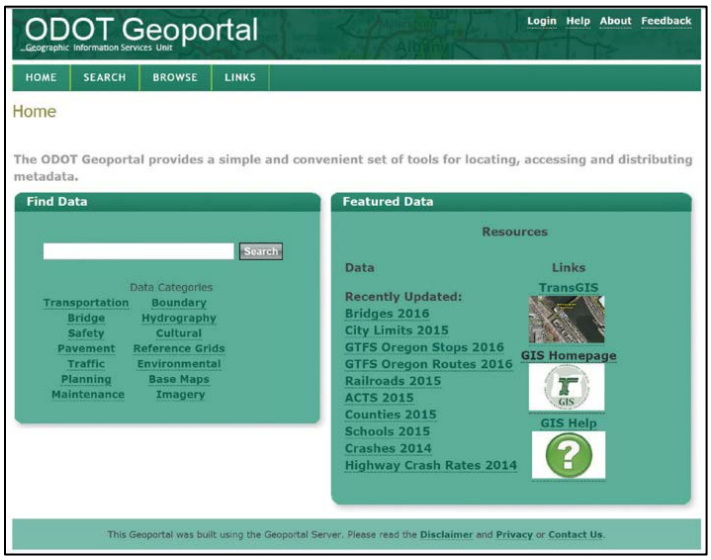
Metadata

Detailed metadata, data about the data, is available for all asset or performance data included in the FACS- STIP tool.



When you select the Metadata link, a second tab opens to ODOT's Geoportal. The Geoportal provides metadata for ODOT GIS datasets; this includes a description, point of contact, time period, data access constraints, attribute information, quality and accuracy information, data source and process information and spatial reference information.

Search metadata on ODOT's Geoportal home page using the search box or the Data Categories selections to find asset data and metadata.



You may notice that an asset could have multiple layers.

Example: Rail
If you run a search it returns with multiple layers; the most current layer is the one without the year in the asset name.

Additionally, FACS-STIP tool users can go to Appendix D, Data Sources for FACS-STIP tool, for a quick overview of data owners and sources.

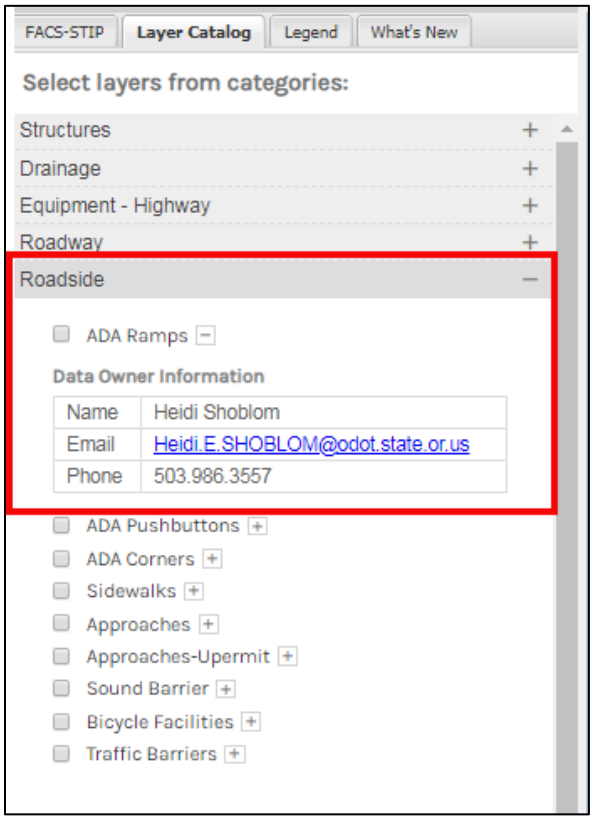
A glossary of data field definitions is available in Appendix E.

Sources for Other Questions:

Asset managers may also be contacted regarding questions about asset data. This contact information can be found in the Layer Catalog; expand the classification you are interested in by selecting the '+'; once expanded it will turn to a '-'. Then select the '+' to the right of the asset you are curious about, once expanded it will turn to a '-'.

The data owner contact information will display.

In the image we selected **'Roadside'**, then '**ADA Ramps.'**



Questions/Requests

If you have any questions, feedback, or problems with the FACS-STIP web application we would like to hear from you. Please submit your comments via the Questions/Requests form or feel free to contact us directly:

Laura Hansen Laura.L.Hansen@odot.state.or.us, 503-986-3308.

Heidi Shoblom Heidi.E.Shoblom@odot.state.or.us, 503-986-3557.

RSS Feed

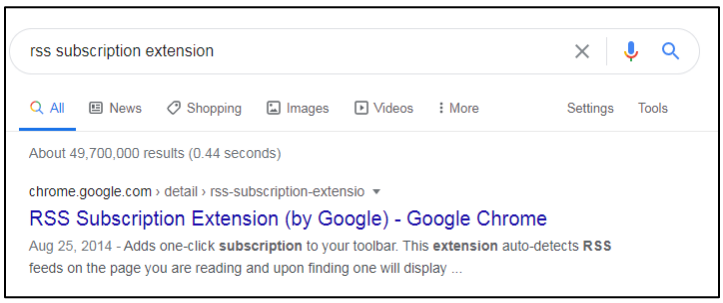
The FACS-STIP tool has an RSS (Really Simple Syndication) feed that provides access to all comments submitted to FACS-STIP.

The RSS feed includes the comment ID, type, sub type, date, time, comments, links to the comment Map tool, and links to the Comment Manager. The tool documents FACS-STIP comment updates by enabling subscription to the FACS-STIP RSS Feed. The RSS Feed will then instantly notify the RSS Reader when comments are updated.

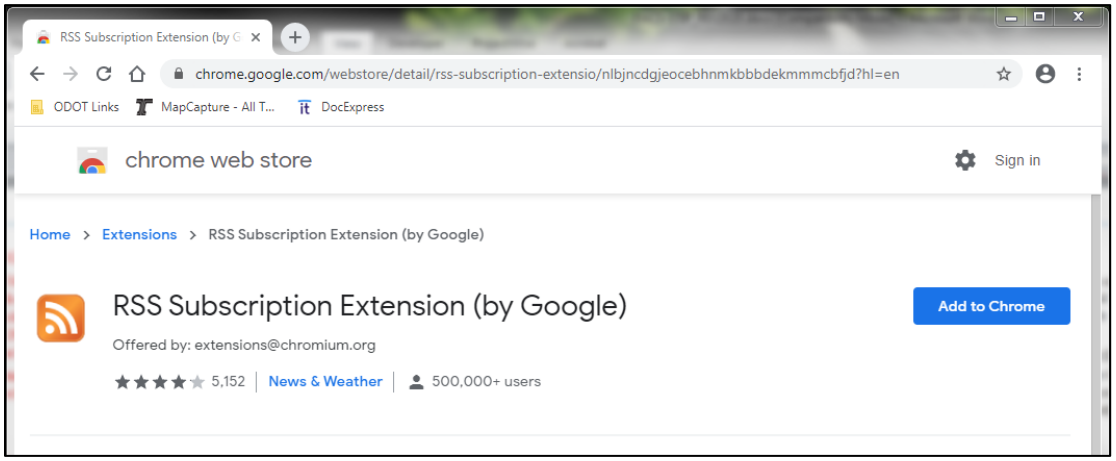
If you do not already have an RSS Subscription Extension on our machine follow these simple steps to install it:

Go to the Chrome store.

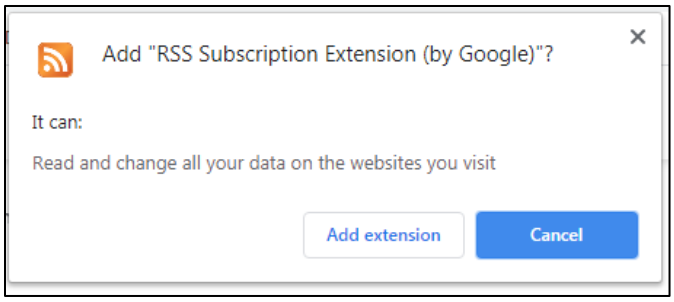
In the search bar type in **'RSS Subscription Extension'.**



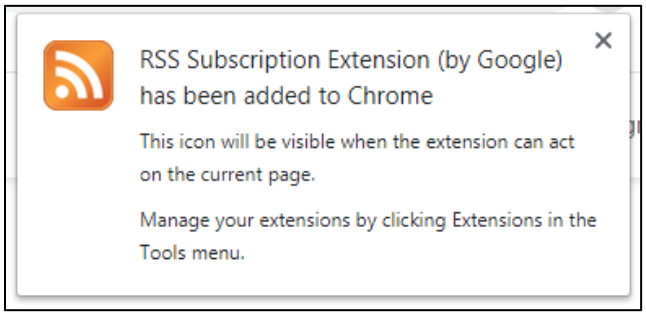
It should locate RSS Subscription Extension (by Google).



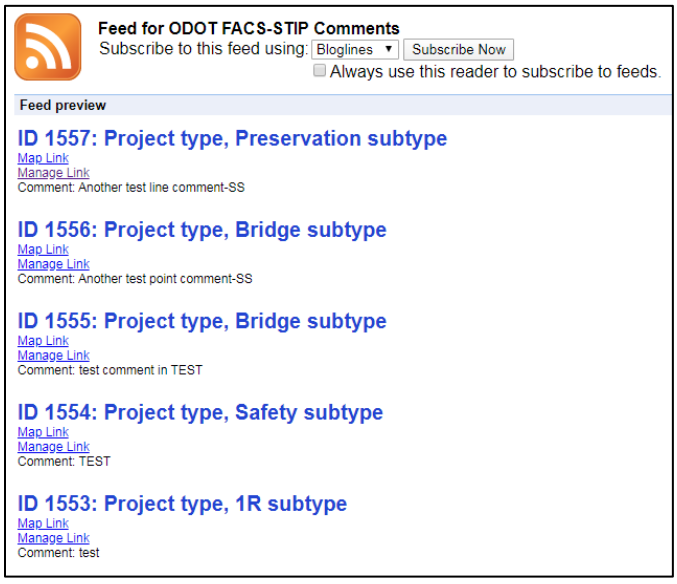
When you select it, you will get a confirmation that you want to install the extension in Chrome.



Select '**Add extension.**'



Next time you go to the RSS Feed, you get the one that looks nice. This whole process should take about two (2) minutes to do.



DATA TO GO

Retrieve Data to Go asset information by using the Map tool:

1. Select the Data to Go option within the left hand menu.
2. Locate the milepoint or roadway segment by using the move map and zoom tools or the navigation functions.
3. Assets which are located at a single milepost only need the start location selected on the map. Ensure that the Capture Start Location is 'Enabled' and select the point on the roadway by making one left-click on the mouse. A green arrow will appear and the Capture Start Location information will automatically populate in the fields.
4. Assets which are located within a roadway segment need the end located selected on the map along with the start location. Enabling the Capture End Location and select end location point on the roadway by making one left click on the mouse. The end location will appear on the map with a red arrow as its indicator and the Capture End Location will automatically populate.
5. Select the milepoint or roadway segment buffer distance from 0.1, 0.5, and 1 mile.
6. Select whether to run a query for 'all assets' or just the assets 'known unsatisfactory.'
7. Select 'Go.' A new page will load with all the assets that were selected.

APPENDIX B - LOCATION METHODOLOGY

Location Method

Linear referencing methods (LRM) existed long before GIS and computers. As highway systems were improved in the early 1900s, transportation departments developed referencing systems to describe locations on their infrastructure.

LRM is defined as 'a method of determining the position of an entity relative to other entities to some external frame of reference.'

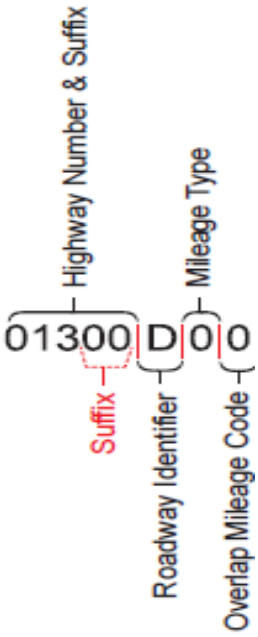
There are an infinite number of methods used to describe locations on a transportation network. For highways and other types of transportation networks, the most common LRMs are listed in the table below, with example descriptions.

Location Reference Method	Definition/Example
Milepoint	Specified in miles at a point measured along the network. Example: 8.75 miles.
Milepost or Reference Post/ Marker	Specified in miles at a point marked in the field by a physical post or marker. Example: Milepost 12.
Segment-Offset	Described by a defined set of pieces of roadway and a measured distance along an individual piece. Example: Segment 25, Offset 4.46 miles.
Street Address	Example: 1783 Union Avenue.
Stationing	Example: 683+56 (feet, meters, etc. from a zero or beginning point). Note that the numbers to the left of the plus sign ('683') are thousands and hundreds of feet, and the numbers to the right of the plus sign ('56') are the remainder (tens and ones). Thus, '683+56' is 68,356 feet.
Latitude Longitude	Specified in decimal degrees (DD) or degrees-minutes-seconds (DMS) of the earth's latitude-longitude grid. Examples: 40.9567° N, -81.4811° W; 40° 57' 24.1200'' N, -81° 28' 51.9600'' W.

ODOT's Highway/Milepoint Linear Reference Method

ODOT has used a Linear Reference Method for many years to establish unique locations on state managed highways, connections and frontage roads. ODOT's Highway Milepoint LRM is a combination of fields from legacy data that have been concatenated into the new LRM, which can be pulled apart to match up with legacy data.

This is what ODOT's highway LRM looks like without its milepoint:



Highway Number & Suffix

The highway number (RD_ID) is the official internal state highway number. It can be found by using many sources including, maintenance region and district maps, straight line charts, and the state of Oregon highway numbers and routes map.

The valid range of highway numbers is from '00100' to '999ZZ'. The highway uses a three digit number followed by two zeros (`00100`), connections and frontage roads have been assigned the same three digit number as the highway they belong to, followed by two alpha characters (`001AA').

The codes for highway number & suffix: '00100'- '999ZZ'.

Roadway Identifier

The roadway identifier is a one-digit code used in conjunction with the highway number and milepoint to identify the alignment on which the milepoint exists.

Following is a list of valid roadway identifiers:

I Milepoint exists on the primary roadway. This will be on the add-mileage alignment of the highway.

D Milepoint exists on the non-add alignment.

The codes for roadway identifier are: I or D.

Mileage Type

Mileage types are used to make milepoints unique in areas where there are multiple occurrences of a milepoint on a single highway.

Zero – indicates primary alignment (no mileage type) Z – indicates the presents of overlapping mileage. This code is Zero unless overlapping mileage is present. The code for mileage type is: Zero or Z.

Overlap Mileage Code

Overlap mileage code is used only in conjunction with mileage type of 'Z'. It indicates a unique series of overlapping 'Z' mileages. The first chronological occurrence of 'Z' mileage will have an overlap mileage code of 1, the second chronological occurrence will have an overlap mileage code of 2, etc.

Overlap mileage code (Z) occurs if the total overlapping mileage is greater than 0.02 of a mile (105 feet). This code is always zero unless a 'Z' mileage segment exists. The codes for overlapping mileage are: Zero or 1 thru 9.

Milepoint

The milepoint (MP_NO) is a number that represents the horizontal distance in hundredths of a mile from a known point on the highway. This distance is measured along the roadway alignment from construction plans and via field inventory.

For point data
This is a milepoint for locating data at a single point such as a sign.

The codes for milepoint are: -999.9999 to 999.9999.

Beginning milepoint for segment data
This is the beginning milepoint of a segment.

The codes for beginning milepoint are: -999.9999 to 999.9999.

Ending milepoint for segment data
This is the ending milepoint of a segment.
The codes for ending milepoint are: -999.9999 to 999.9999.

APPENDIX C - FREQUENTLY ASKED QUESTIONS (FAQ'S) & TROUBLESHOOTING

FACS-STIP Tool:

What does the FACS-STIP acronym stand for?

Features Attributes and Conditions (FACS) – Statewide Transportation Improvement Program (STIP).

How do I access the FACS-STIP Tool?

Please visit the FACS-STIP intranet home page in Chrome for updated information about the tool and training opportunities. From the homepage users can navigate to the map tool, Data to Go, or asset reporting using either the left-hand navigation menu or the links in the upper section of the page.

The tool is only available to ODOT employees or those with access to the ODOT intranet.

How do I get reports to contractors? If you are the ODOT project manager responsible, you pull the report and provide it to your contractor; they complete the inventory in our format and provide it back to you to upload as a comment. More guidance is available to upload comments if needed.

Is this going to require more work from me?

There is no requirement to report back data during scoping, but that requirement does exist related to roadside inventory completed for 1R projects. Submit any corrected or additional data collected during this inventory. The tool is meant to help by providing useful information in an easy to understand format with important information in one location. Reporting data discovered during scoping is appreciated, but not required. Ultimately, the more ODOT can work together across jurisdictions, the better all data will be.

Is the FACS-STIP Tool finished?

No. The FACS-STIP tool is a web application that will continually evolve.

We would appreciate hearing from users on improvements they would like to see or recommendations for additional data.

What does it mean when I get a message of 'No Record Returned' from the Data to Go application?

This message indicates that there is no information available for that asset at that location. This could be because no assets of that type exists in the specified location, or it could mean that the asset exists, but ODOT does not yet have the data for that asset recorded.

What do the letters after the highway numbers in the Data to Go application mean (i.e. 002AB)?

These letters refer to the connections and/or frontage roads of the highway.

What is Roadway ID?

Roadway ID is a one-digit code used in conjunction with the highway number, mileage type, overlap mileage code and a milepoint to identify a specific location. Roadway 1 is used to a) identify all roads that are not considered divided highways, and b) to identify the add mile direction (direction of increasing milepoints) of a divided highway. Roadway 2 is used to identify the non-add mile direction (direction of decreasing milepoints) of a divided highway. (Note: I-5 is the exception to this rule. For I-5, Roadway 1 refers to the non-add direction and Roadway 2 refers to the add direction). Roadway 3 describes an additional division in a highway that already has a Roadway 1 and a Roadway 2. Roadway 3's are also in the add mileage direction or the direction of increasing milepoints.

Why did I get an error message while trying to use the Data to Go feature in the Map tool?

There are three types of errors that may occur while using Data to Go in the Map tool:

1. 'Start and End Location Highway Numbers and Roadway IDs must match.'

   This error appears when attempting to retrieve roadway segment asset information rather than a singular milepoint. This error occurs when a start location that has an end location with either a differing highway number, roadway ID, or both. For example, Highway number 002, Roadway 1 for the 'Start Location' and Highway number 002, Roadway 2 for the 'End Location.' FACS-STIP requires Data to Go roadway segments to be wholly encapsulated within one highway and the same roadway ID. In order to fix this issue, zoom in on the map and carefully select the correct highway number and roadway ID.

2. 'No Locations Found. Please try the selection again. Hint: hold Shift, then click-and-drag a zoom box to get closer to the area of interest.'

   This error appears if a selection was a road or area that is not an ODOT highway. In order to fix this issue, users should try zooming in on the map and carefully select the correct highway number and roadway ID.

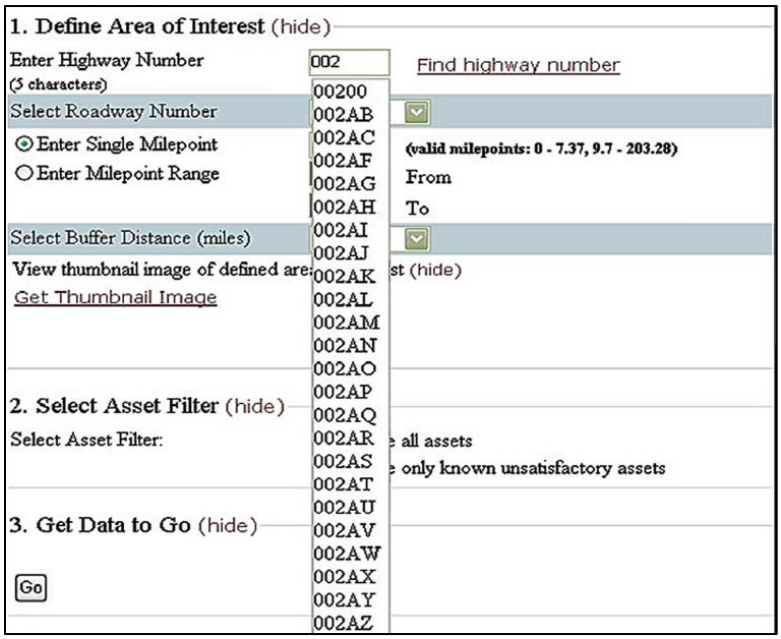
3. An error may occur if an invalid milepoint or buffer distance is entered, for example, an error occurs if a segment is selected at the very end of a highway with a buffer distance of 1.0 miles since milepoints do not exist past the end of the highway.

   Questions about other error messages?

   Contact Laura Hansen Laura.L.HANSEN@odot.state.or.us, 503-986-3308.

I typed in a highway number in Data to Go and now it will not let me select Roadway ID. Why?

The highway number must be selected from the dropdown list to move on to the next step.



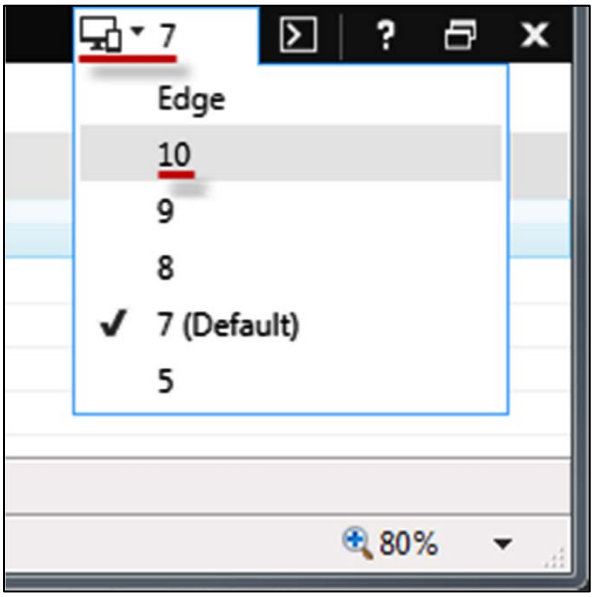
I have been tasked to finish and upload an Excel spreadsheet of field verified data from someone that has since retired, what do I do?

First confirm that the field verification has been completed; then update Data to Go for that area of interest. The 'Verified No Change' column should be changed to 'Yes'. If the 'Effective Date' field is not updated as well, place the current year in that column. Proceed to update and save the data.

I am in Data to Go and 'highway number' does not provide a drop-down list for me to select from, how do I fix this?

There are a couple things to check:

1. Did you select the tool from the intranet rather than a shortcut? If you selected a shortcut you may not be working from the most recent version, please try again accessing from the ODOT home page.
2. Open FACS-STIP and go to the Data to Go page. Press F12 to pull up the developer tools (your screen will split and you will see a black tool bar with icons on it.) In the right hand side of the console click on the down arrow next to the computer monitor/phone. On the drop-down select '10'. This should put you in the IE10 emulator.



In the Layer Catalog I pressed Clear and only the check boxes cleared and not the icons on the map, why?

After selecting 'Clear All' you then need to 'Apply' the action. Once you do that it will then remove the icons from the map.

The 'Go To' boxes did not clear when I went to another tool, why?

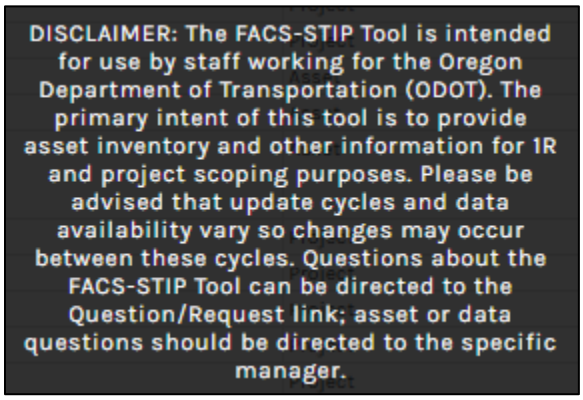
When you activate the 'Go To' functions, those are a service and when you are done with your analysis, e you need to close the box using the 'X' or the cancel button.

The map, side panel and bottom are all independent and operate as a separate service. With any pop-up box (as part of the map) you will need to cancel/clear with the 'X' in the upper right-hand corner.

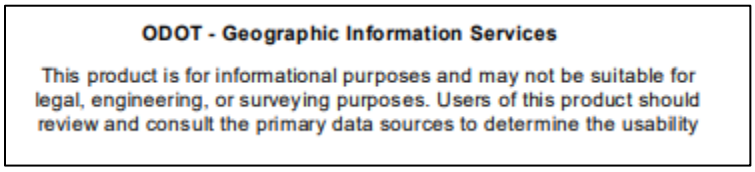
Does the tool come with a disclaimer?

Yes. It is located at the bottom of the screen on all of the pages and also prints out on the map.

Tool Disclaimer:

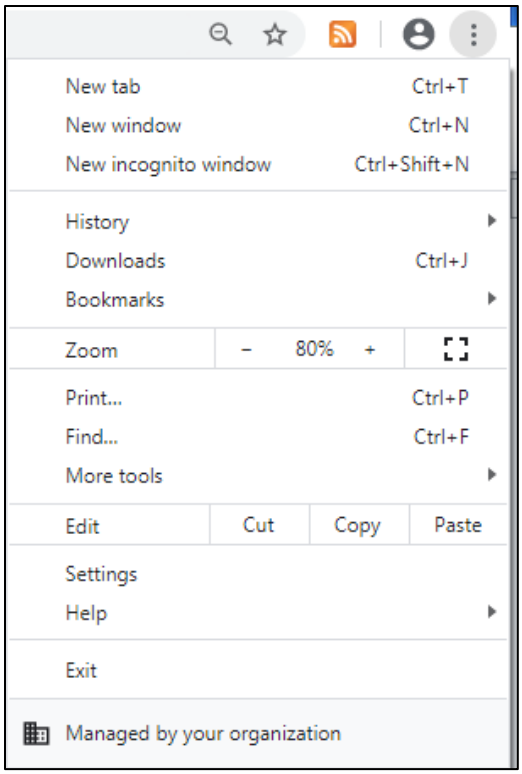


Print Disclaimer:



How can I adjust my screen resolution?

In the upper right-hand corner of your screen you have three vertical dots - this is the icon to customize and control Google Chrome. Click on that and scroll to the zoom option. Adjust your screen image from there.



Data

Where does the data come from?

Almost all information is from ODOT (with the exceptions being fish barrier information which comes from the Department of Fish and Wildlife; Congressional Districts from the Department of Administrative Services, county and state boundaries from the Bureau of Land Management), and GTFS Oregon stops and routes from the transit districts. The FACS-STIP information is updated on a regular cycle based on agreements with the asset's owner. Information acquired from spreadsheets may vary in age. FACS-STIP managers recommend users reference the metadata to determine the true age of the information.

How reliable is the data?

The information in FACS-STIP is as trustworthy as any other information from ODOT. The information is mostly correct, but due to a wide verity of data collection methods and recent construction, some information may not be as accurate as desired. The FACS-STIP tool is the first step in improving our data quality across the state. By identifying incorrect information and reporting it back to data owners, data can be improved one step at a time. It is the user's responsibility to read the metadata so they understand how the data was collected; and use and access constraints and also the vintage.

Where can I find out what data fields mean (i.e. ADA Ramp Functional Condition)?

Metadata, or data about the data, will provide detailed definitions and information about data fields, data sources, and other important information. Metadata is available online. The FACS-STIP Tool Manual and FACS- STIP Tool Data Sources (Appendix D) worksheet also provides useful information about metadata. Data collection manuals are also available for a variety of assets via the user guide link.

What do I do if I discover information in the tool is incorrect?

Collect new information, send it to the data owner or Traffic Roadway's attention:

Laura Hansen: Laura.L.HANSEN@odot.state.or.us, 503-986-3308.

Heidi Shoblom: Heidi.E.Shoblom@odot.state.or.us, 503-986-3557.

The issue regarding incorrect information and any updated information collected will be distributed to the appropriate data owners. Steps will be taken to verify and correct the data so the ODOT systems can reflect up-to-date data as soon as resources and time allow.

Why isn't more data included in the FACS-STIP tool?

There are several possible reasons why data was not included: 1) The information will be included as a future asset; 2) location information for the asset is not sufficient to plot on a map, or; 3) information is sensitive and cannot be published (e.g. archeological sites).

1R/3R

How does the FACS-STIP Tool support 1R efforts?

The 1R program requires project teams to gather inventory for pavement projects that use the 1R standard. Using Data to Go can help project teams get a list of currently available information so inventory gathering becomes more of a verification process than a data collection process.

In some locations Data to Go reports include up to 80% of required inventory information. For further information on the 1R program, contact Heidi Shoblom at (503)986-3557 *or* Heidi.E.SHOBLOM@odot.state.or.us.

How are needs calculated?

'Needs' do not always equal 'Poor', some assets have several layers of complexity. Some of these assets are quite complex that multiple queries are generated and only one is reflected below.

"**ADA Pushbuttons**": whereClause = "AP_FNCNDDS IN ('Poor')";

"**ADA Ramps**": whereClause = "A2_FNCNDDS+IN+%28%27Poor%27%2C+%27Fair%27%29+AND+A2_FNCNDDS+IS+NOT+NULL"; (This one is Func Cond in Poor, Fair or is not NULL)

"**Bicycle Facilities**": whereClause = "COND_CD IN ('P','B') AND (WD_MEAS < 5 or WD_MEAS IS NULL)";

"**Bridges**": whereClause = "DKSURFTYPE+%3D+%276%27+AND+ADMINAREA+<>+%27RT%27";

(This one is DKSURFTYPE = '6' and ADMINAREA <> 'RT')

"Marked Crossing": NO G-F-P for asset only approved/unapproved;"INST_APPRV" Field-Has date = Approved, has "S" or "NO_APRVL" = Not Approved

"**Safety-Crashes**": whereClause = "HIGHEST_INJ_SVRTY_DESC in ('Fatal Injury (K)','Suspected Serious Injury (A)')";

"**Safety-Priority Index System (SPIS)**": whereClause = "PERCENTILE+IN+%28%2795%25+-+100%25%27%2C+%2790%25+-+94.99%25%27%29"; (This one is PERCENTILE in '95%-100%', '90%-94.99%')

"**Sidewalks**": whereClause = "COND_CD IN ('P','B') AND (WD_MEAS < 5 or WD_MEAS IS NULL)";

"**Traffic Barriers**": whereClause = "NEEDS = 'Y'";

"**Traffic Signals**": whereClause = "Condition_Rating+<+%2770%25%27+AND+Condition_Rating+<>+%27100%25%27"; (This one is Condition_Rating < 70% and Condition_Rating <> 100%)

"**Traffic Support-Signs":** whereClause = "RFLCT_FAIL" is NULL, Fair, "RFLCT_FAIL" = "N", Good, "RFLCT_FAIL" = "Y", Poor

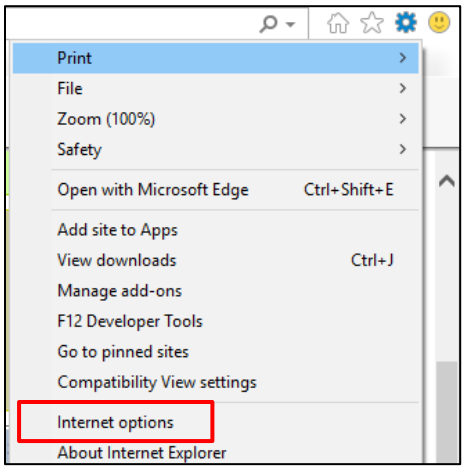
Troubleshooting

FACS-STIP: Enable the RSS feed viewer

From Internet Explorer:

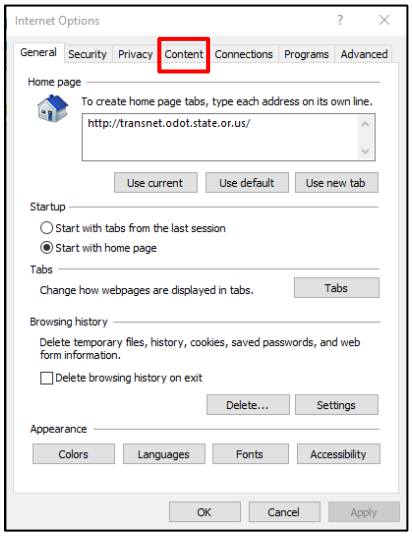
Open your browser and select Internet options from your tool menu.

The following menu should appear:



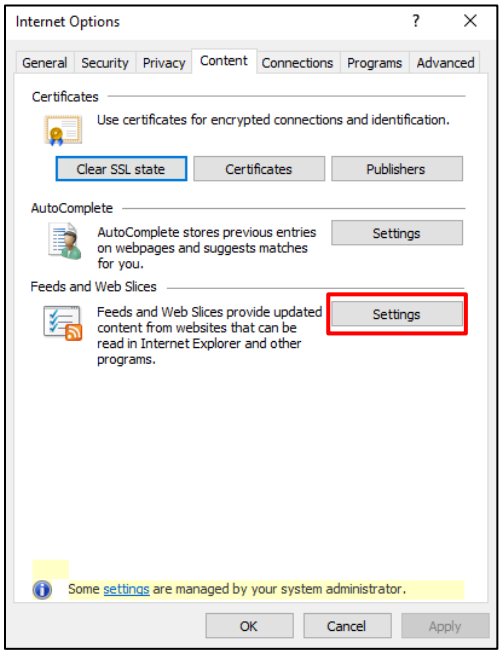
Select **'Internet options'** (circled in **red** above).

The following is displayed:



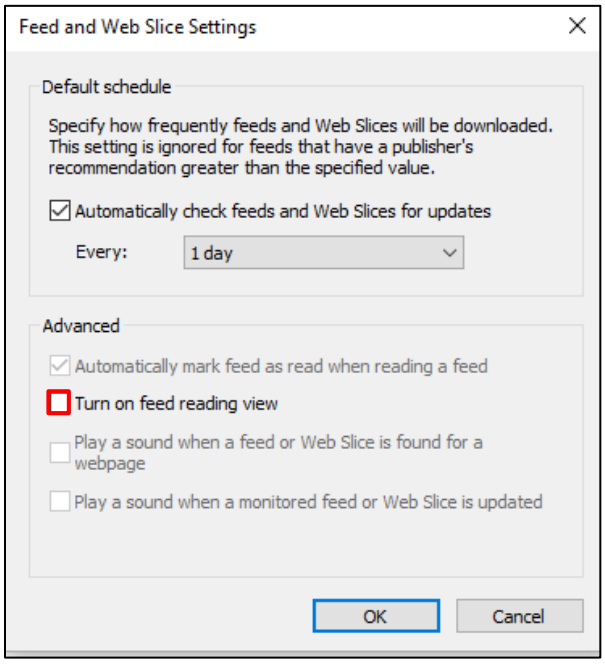
Click on the Content tab (circled in **red** above).

The following is displayed:



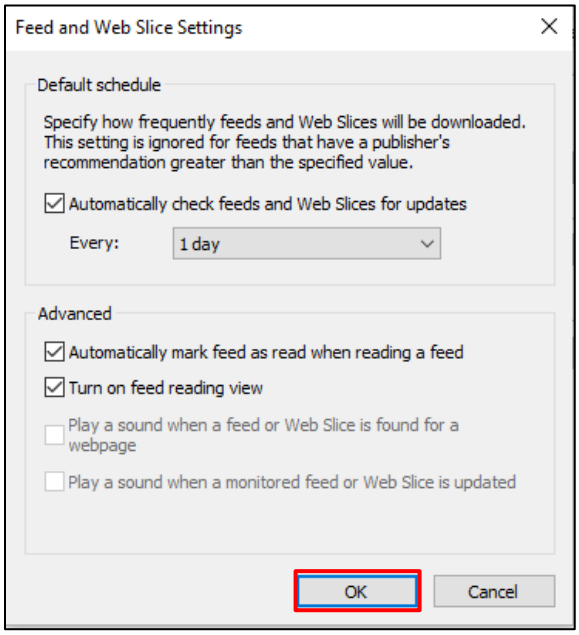
Click on the '**Feeds and Web Slices Settings'** (circled in **red** above).

The following is displayed:

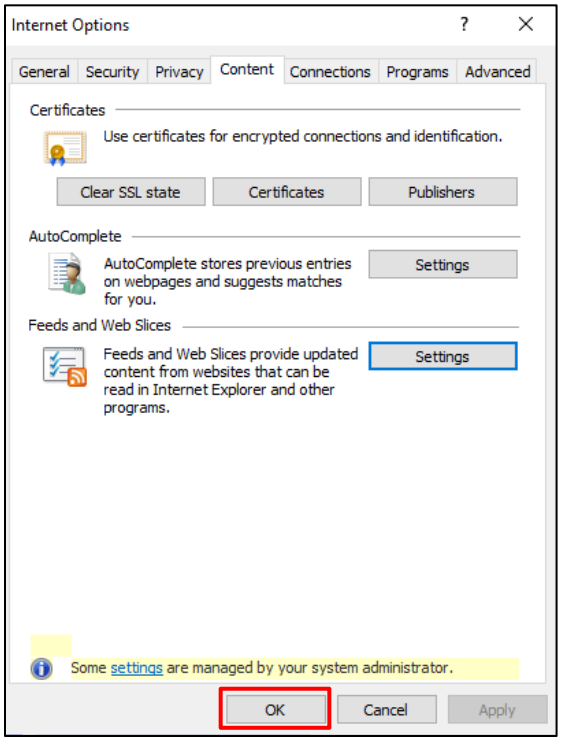


Click the **'Turn on feed reading view'** checkbox (circled in **red** above).

The display will change as indicated below:



Click OK. The following will be displayed:

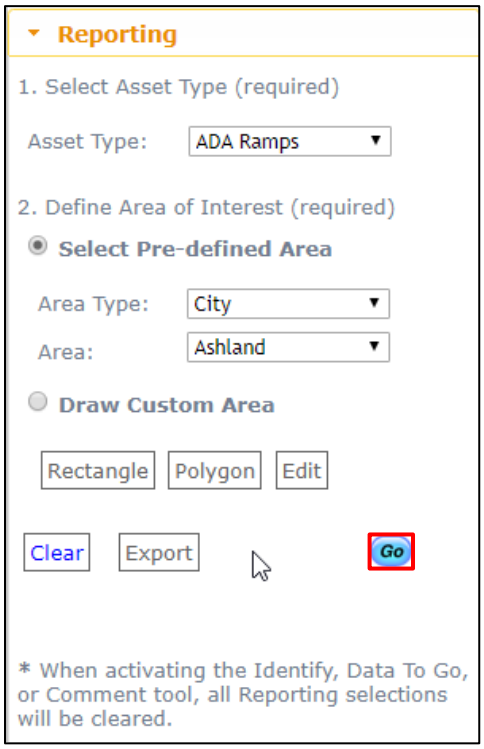


Click OK.

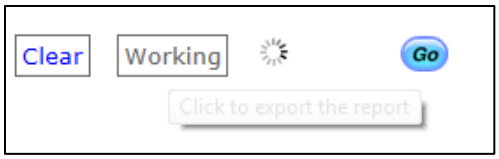
How to export a FACS-STIP asset report & associate .dbf file

When utilizing the FACS-STIP Report function in the FS tool and you want to export the data into an Excel file follow these steps (note that if you are utilizing a WIN7 or WIN10 machine the image may look slightly different):

Run report - enter your '**Area of Interest.**'



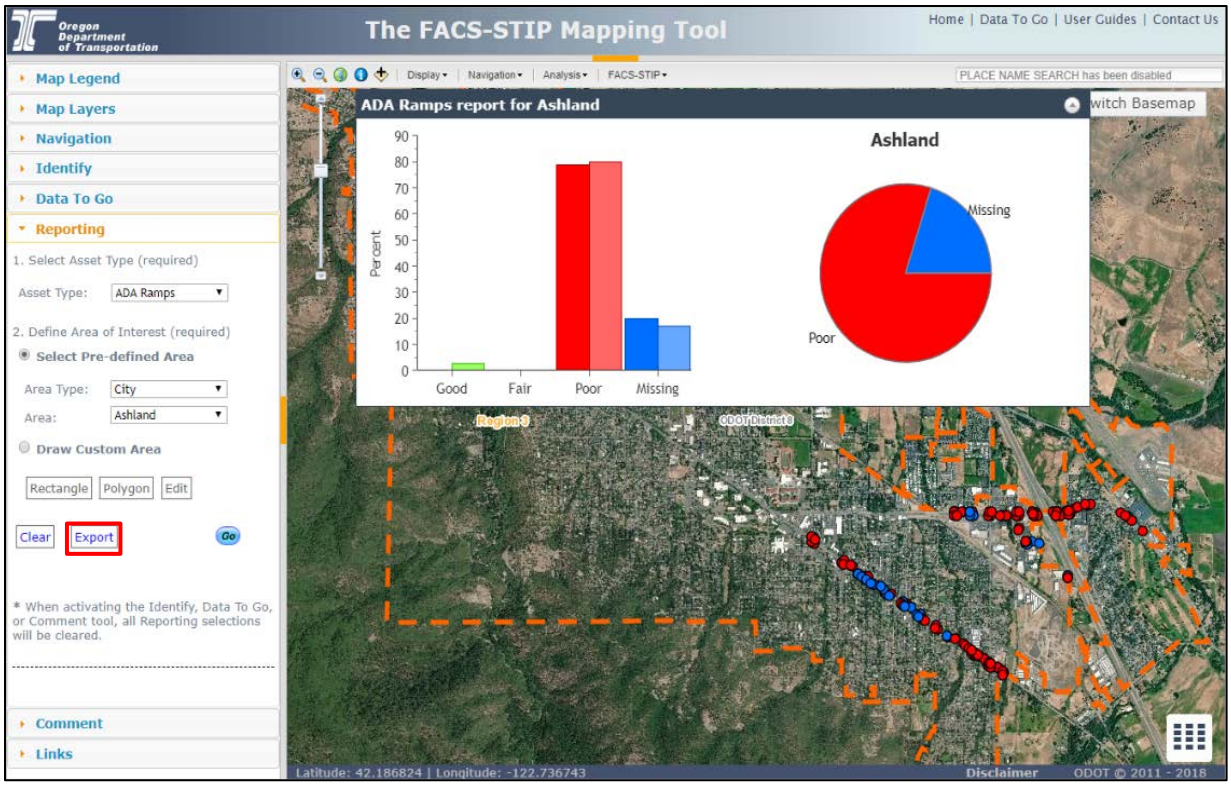
Press **Go.**



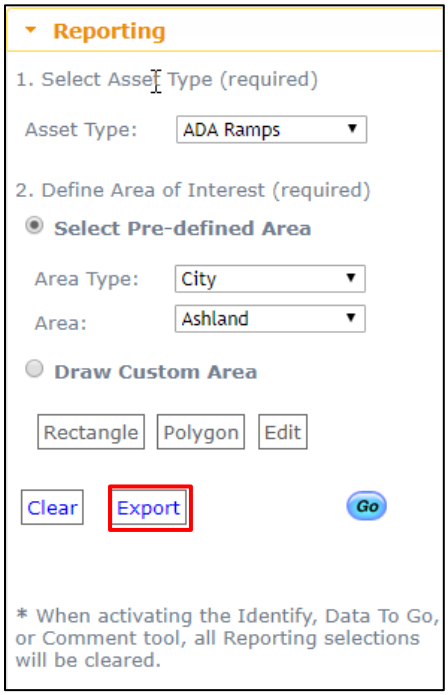
You will see a spinner indicating it is working in the background.

Once the graph appears select **Export.**

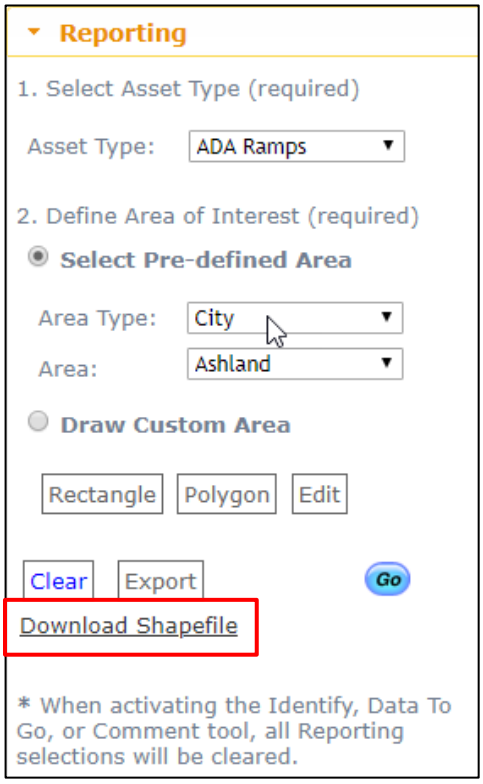
The Export button will change to *Working* and you will see a spinner indicating it is working in the background.



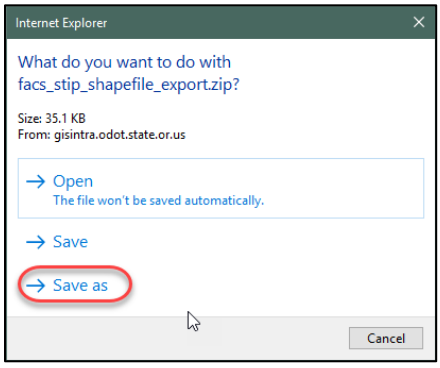
Here is a closer view:



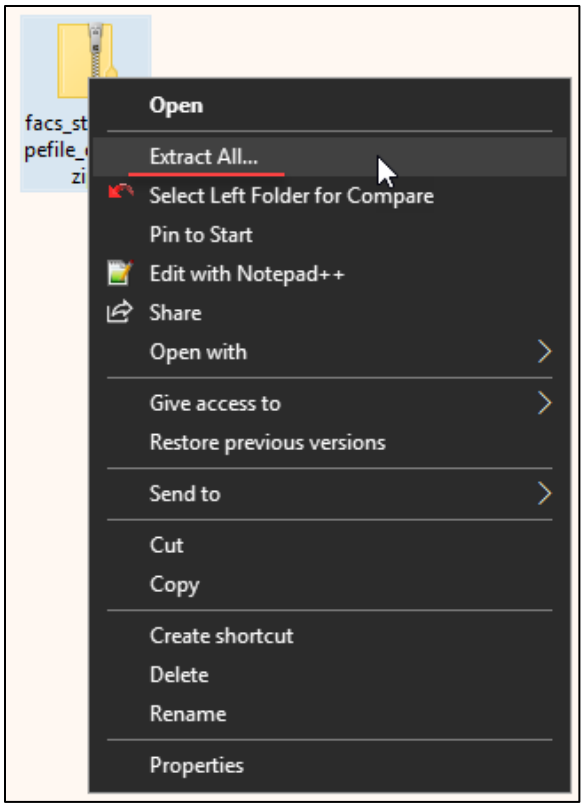
Once the data has loaded the '**Download Shapefile'** will appear with a hyperlink.



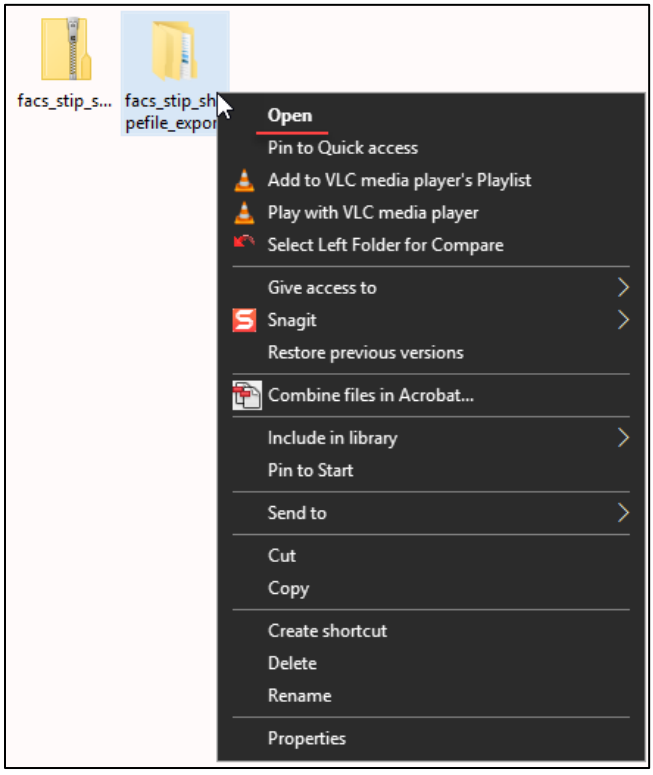
Click on the link - select '**Save as'** and save to your desktop.



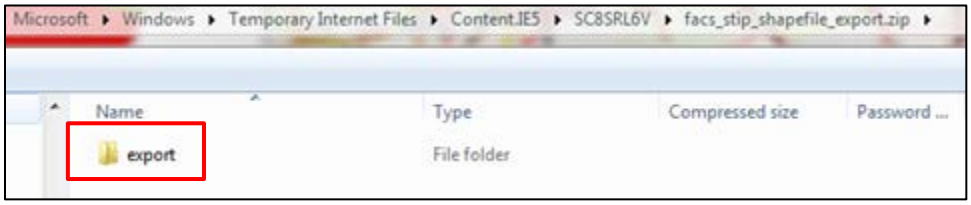
Once you have saved the file to your desktop right click on the folder and select **'Extract All.'**



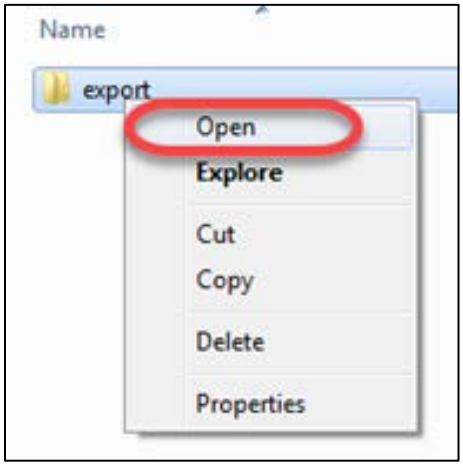
This creates an export folder on your desktop, right click on it and select '**Open.**'



On the next screen, right-click on **'export.'**

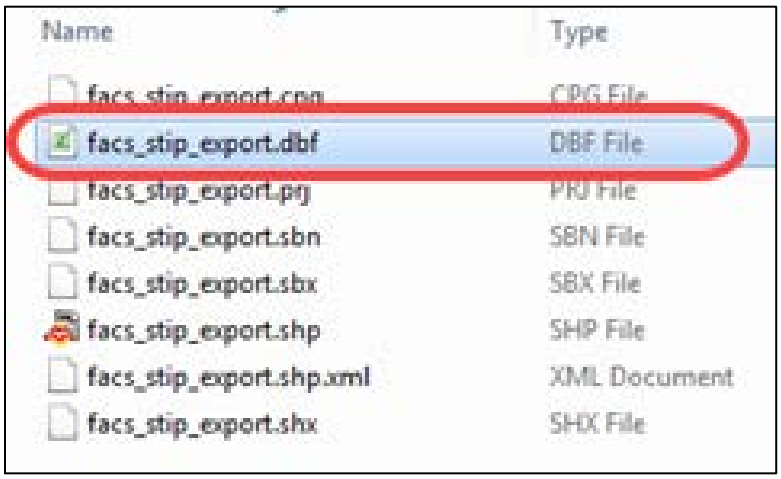


Select '**Open.**'

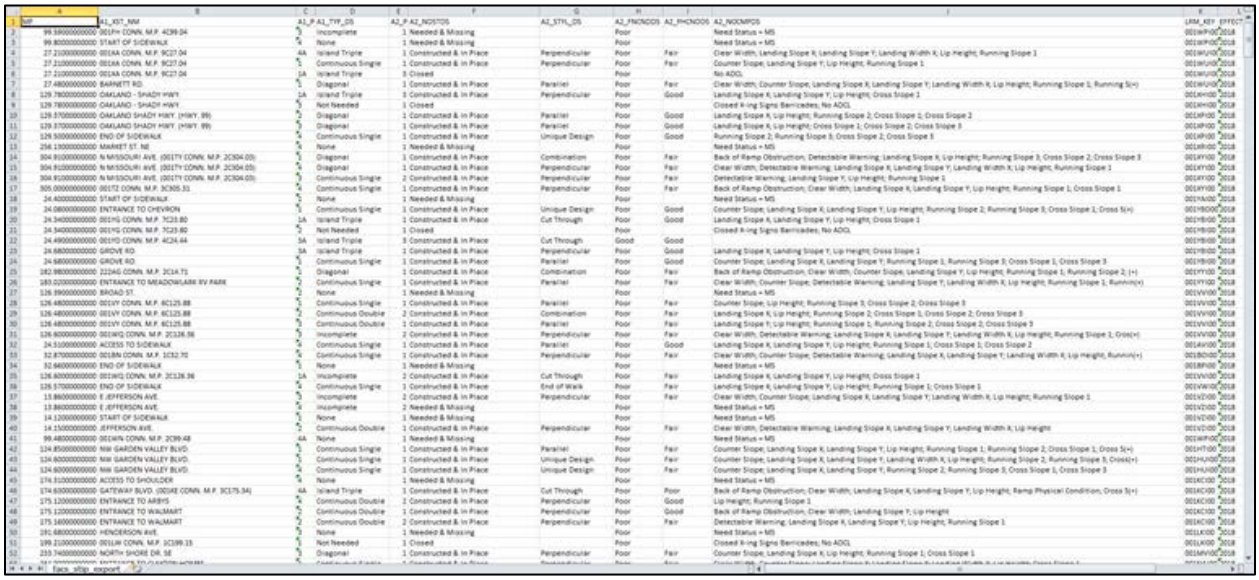


There will be eight (8) files in that folder; select the **.dbf.**

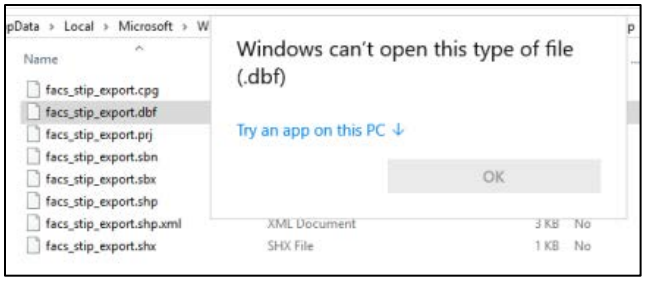
Right-click on the file, select **Open.**



It will open in Excel.



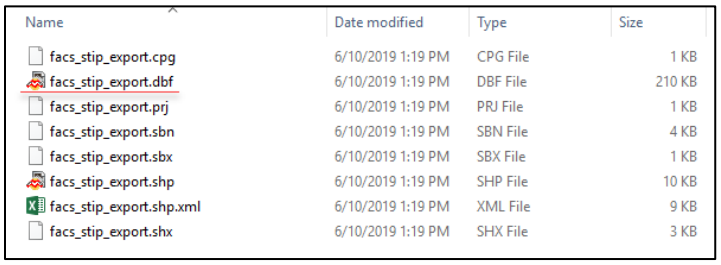
You may receive an error code; this is easy to remedy and will only need to be done once.



You need to associate that file type (.dbf) to open in Excel. The following steps will walk you through that process for both Win7 and Win10.

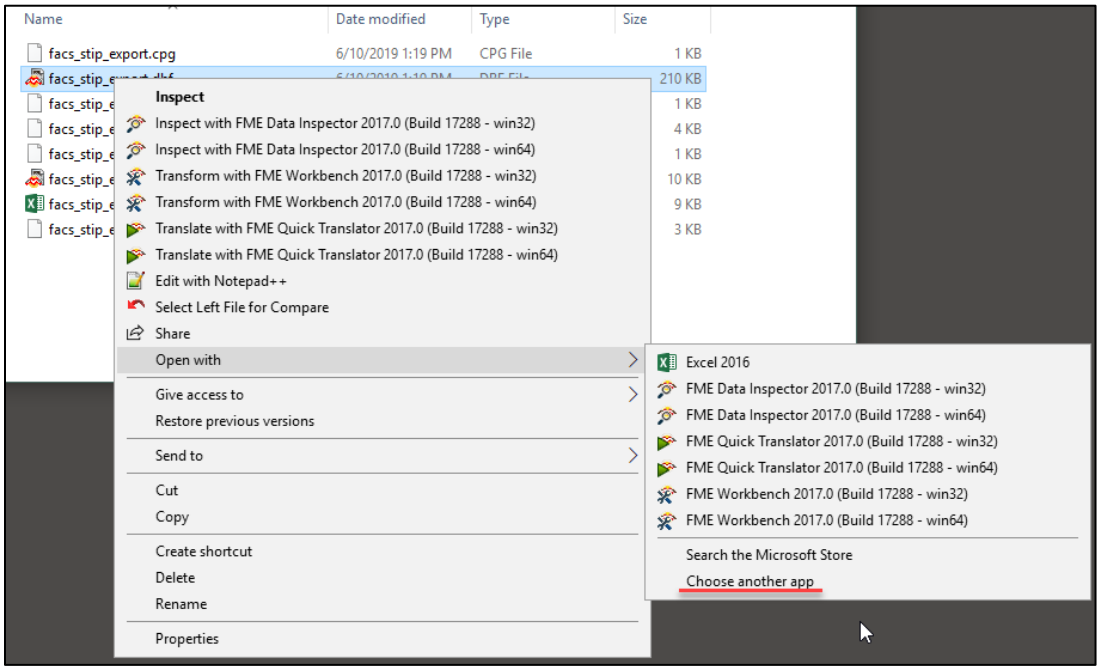
Windows 7 & Windows 10: How to associate a .dbf file to open in Excel

After the shapefile is generated and downloaded, open the folder that contains the downloaded files - it should look something like this:

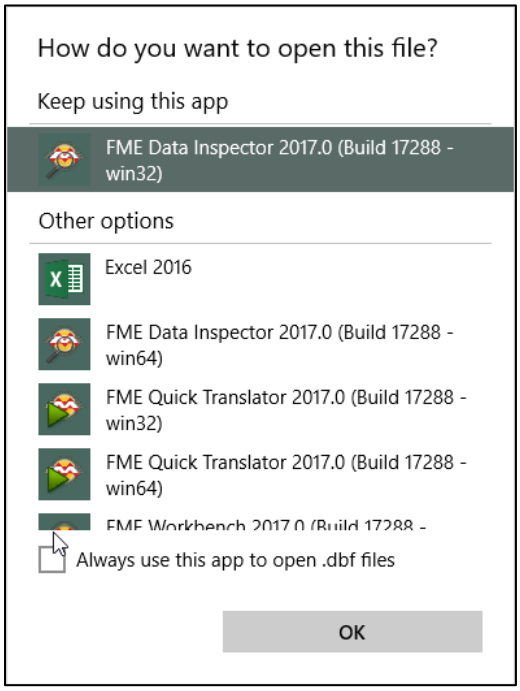


Right click on the .dbf file; the following pop-up will display:

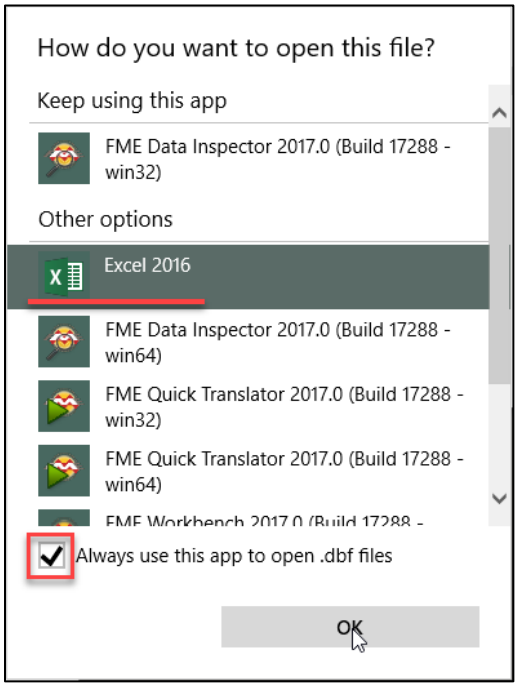
Select '**Open with**' and then **'Choose another app':**



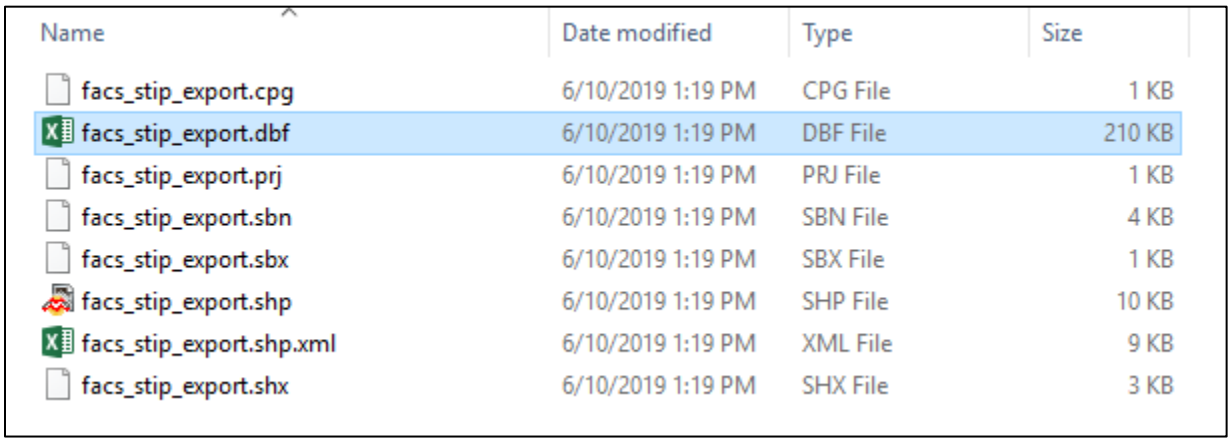
The following window will open:



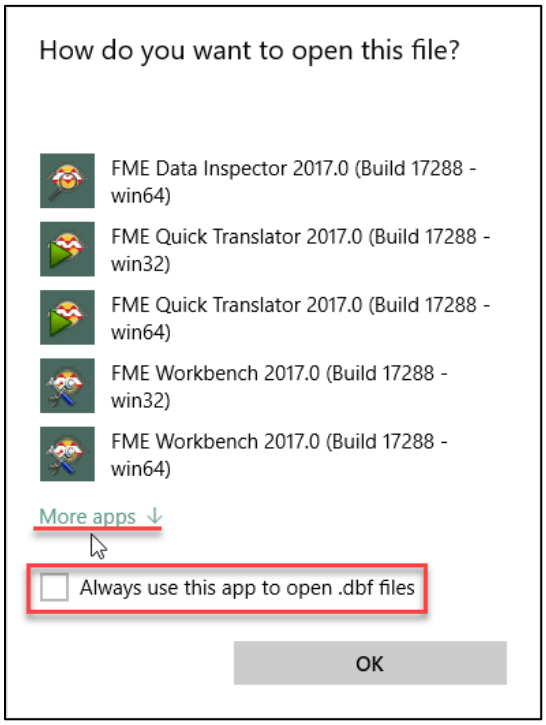
In the window you will select **Excel** and make sure the '**Always use this app to .dbf files**' checkbox has been selected. Then select '**OK.**'



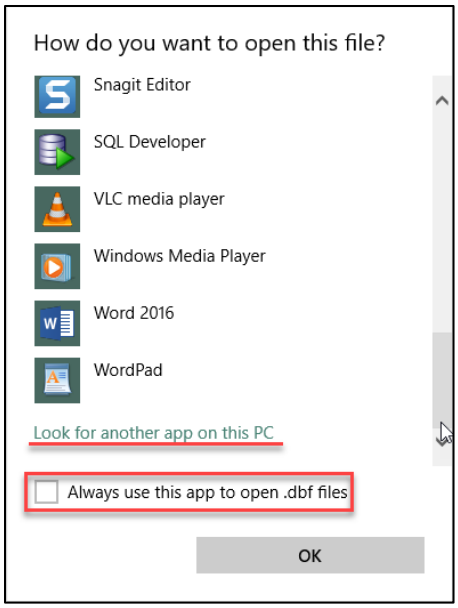
The .dbf file will now display the Excel icon and will always use Excel to open a .dbf file.



Now if you select Open with, then choose another app and Excel is not on the list of software to choose from, select the **'Always use this app to open .dbf files'** check box and scroll down until you see the **'More apps'** link and select it.



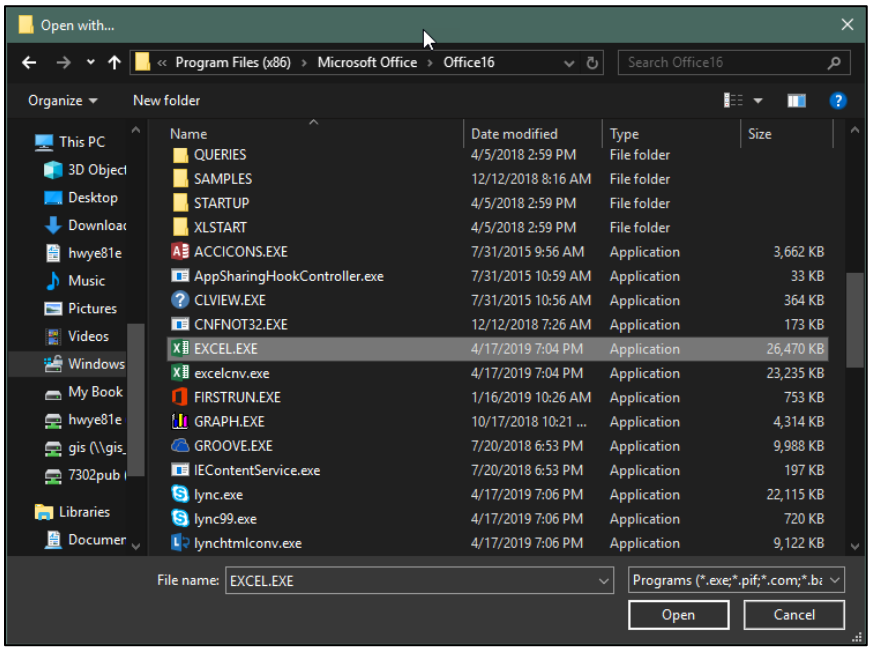
It should be part of this list of software. If it isn't then once again scroll down to the bottom of the list and select the **'Look for another app on this PC'** and select it. Again if you haven't selected the 'Always use this app to open .dbf files' check box, do so now.



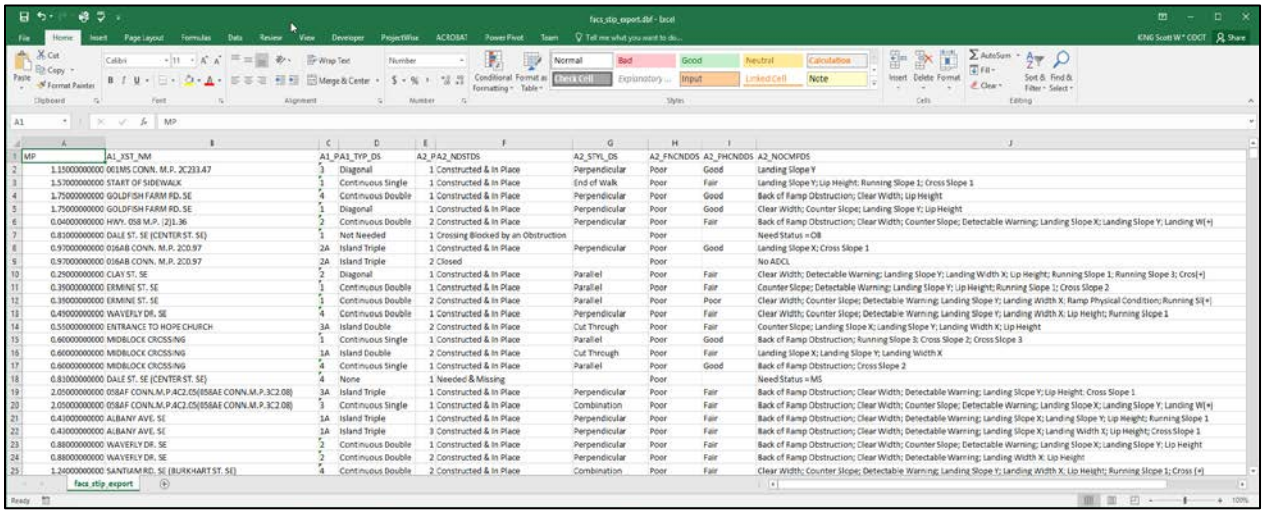
This will open file explorer and you will need to navigate to the location where EXCEL.EXE is located. It is located here:

C:\Program Files (x86)\Microsoft Office\Office16

Scroll down until you find the Excel executable (EXCEL.EXE); once you find it double click on it.

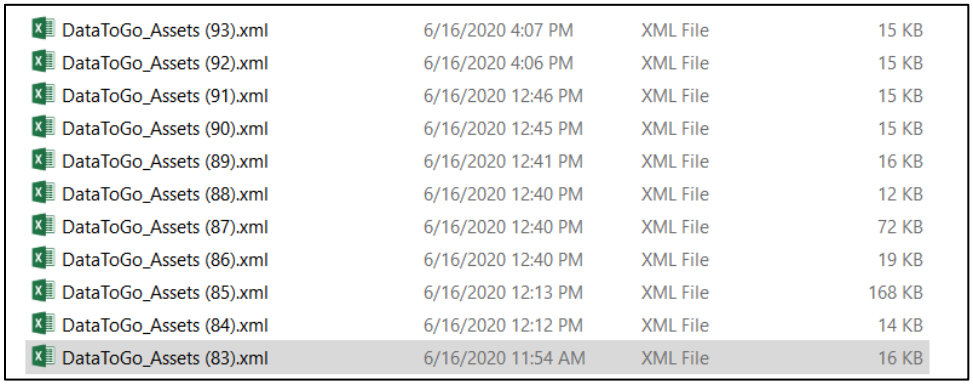


This will open the spreadsheet.



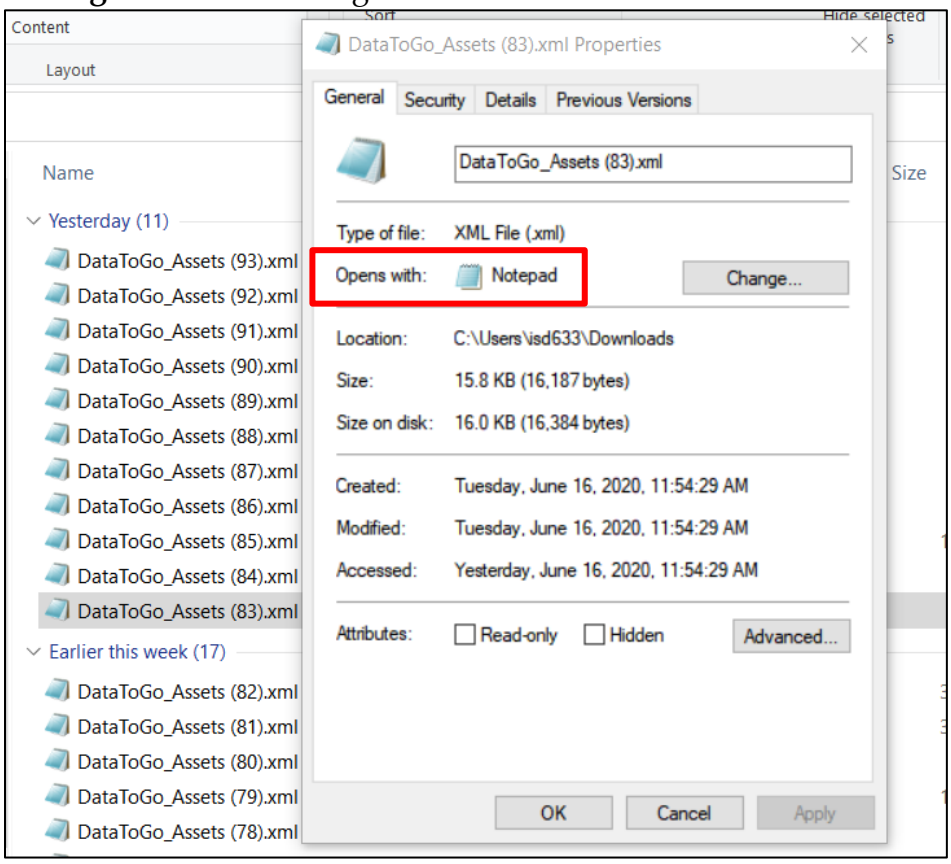
How to Set File Extensions

Open Windows Explorer and find the file with the desired extension from your **Downloads** folder (.xml in this case):

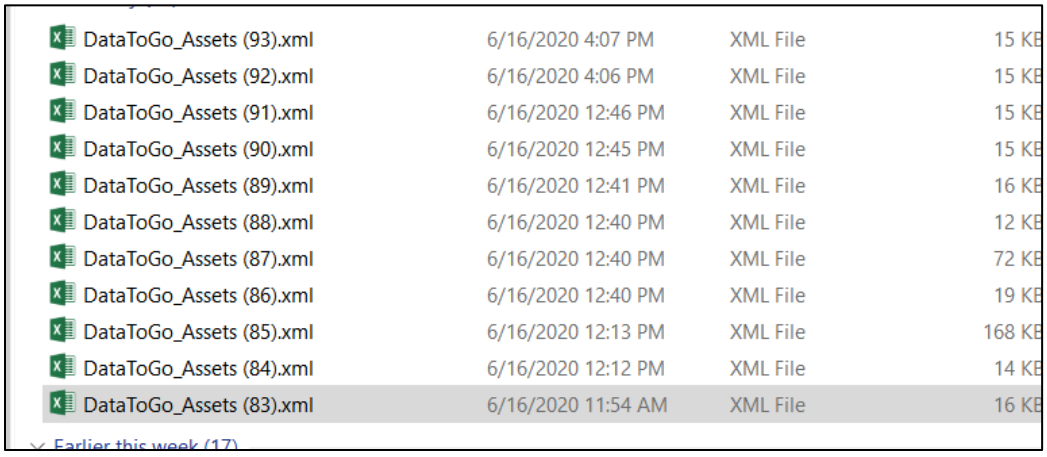


Right-click on file and select Properties (at the very bottom), to open this dialog box:

If it is set to open with anything other than Excel (see outlined text below), click the '**Change**' button to the right.

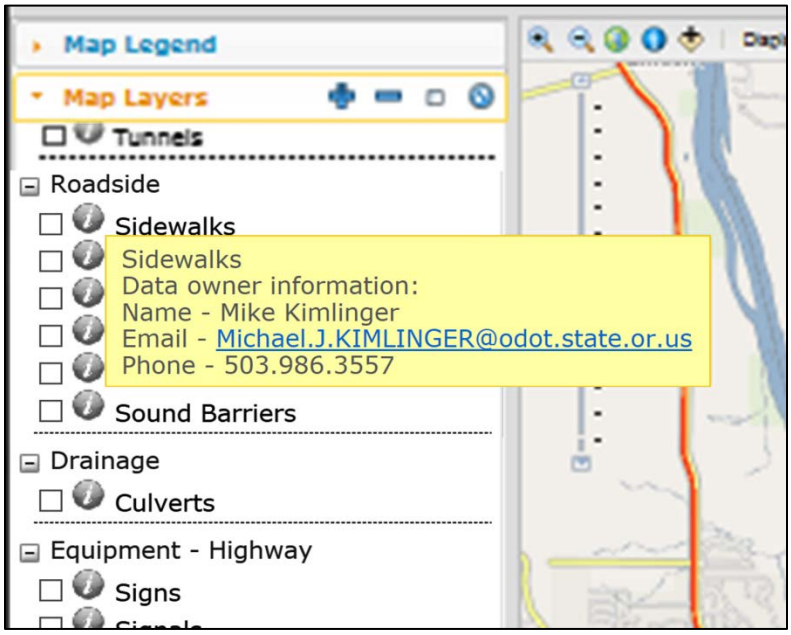


From the Recommended Programs list, select **Excel** then **OK** to open .xml files from now on. Your window will change the icons associated with that file to Excel.



Now, double-clicking on any Excel file will open Excel each time.

Appendix D - Data Sources for FACS-STIP Tool



For more information about the data, frequency of collection, etc. please use the information button on the data layer for the contact information of the data owner, check the metadata, or there is a complete list of the metadata layer contacts available on the following page (effective as of May 20, 2020).

LAYER ALIAS	OWNER NAME	EMAIL	PHONE
ADA Corners	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
ADA Pushbuttons	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
ADA Ramps	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
Aggregate Sites	Paul Wirfs	Paul.R.WIRFS@odot.state.or.us	503.986.3526
All Public Road Names	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
All Public Roads	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Annual Average Daily Traffic (AADT) - Future Projected (20 Years)	Don Crownover	Don.R.CROWNOVER@odot.state.or.us	503.986.4132
Annual Average Daily Traffic (AADT) - Non-State	Don Crownover	Don.R.CROWNOVER@odot.state.or.us	503.986.4132
Annual Average Daily Traffic (AADT) - State	Don Crownover	Don.R.CROWNOVER@odot.state.or.us	503.986.4132
Approaches	Scott Burwash	Scott.D.BURWASH@odot.state.or.us	503.986.3779
Approaches-Upermit	Scott Burwash	Scott.D.BURWASH@odot.state.or.us	503.986.3779
Area Commissions on Transportation (ACT)	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Automatic Traffic Recorder (ATR) Stations	Don Crownover	Don.R.CROWNOVER@odot.state.or.us	503.986.4132
Automatic Traffic Recorders (ATR) Data	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Average Annual Precipitation	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Bicycle Facilities	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
Bicycle Facility Needs	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
Bricklayer Zones	John Riedl	John.J.RIEDL@odot.state.or.us	503.986.3886
Bridges	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
City Limits	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Climate Divisions	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
County Boundaries	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Crashes 2013-17	Robin Ness	Robin.A.NESS@odot.state.or.us	503.986.4236
DFMS Culverts (Advanced Inspection)	Robert Trevis	Robert.E.TREVIS@odot.state.or.us	503.986.3860

LAYER ALIAS	OWNER NAME	EMAIL	PHONE
DFMS Culverts (From Plans – No Inspection)	Robert Trevis	Robert.E.TREVIS@odot.state.or.us	503.986.3860
Electrician Zones	John Riedl	John.J.RIEDL@odot.state.or.us	503.986.3886
Environmental Justice	Don Crownover	Don.R.CROWNOVER@odot.state.or.us	503.986.4132
EPA Nonattainment Areas and Maintenance Areas	Natalie Liljenwall	Natalie.N.LILJENWALL@odot.state.or.us	503.986.3456
Faults OGDC v6	Ian P. Madin	Ian.P.MADIN@dogami.state.or.us	971.673.1542
Federal Aid Eligible Road Network	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Federal Aid Urban Boundaries (FAUB)	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Federal Functional Class - Non-State	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Federal Functional Class - Non-State Milepoint - Hundredths	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Federal Functional Class - State	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Fish Barriers	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Fish Passage	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Fix It Priority Corridor STIP 2015-2018	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Fix It Priority Corridor STIP 2018-2021	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Fix It Priority Corridor STIP 2021-2024	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Flashing Beacons	Kevin Haas	Kevin.J.HAAS@odot.state.or.us	503.986.3583
Folds OGDC v6	Ian P. Madin	Ian.P.MADIN@dogami.state.or.us	971.673.1542
FS Point Comment	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
FS Line Comment	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
Geologic Units Map OGDC v6	Ian P. Madin	Ian.P.MADIN@dogami.state.or.us	971.673.1542
High Clearance Routes	Heidi Shoblom	Heidi.E.SHOBLOM@odot.state.or.us	503.986.3557
Highway Connections	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157

LAYER ALIAS	OWNER NAME	EMAIL	PHONE
Highway Frontage Roads	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Highway Milepoint - Hundredths	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Highway Milepoint - Tenths	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Highway Mile Posts	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Highway Network	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Highway Network - by LRS	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Highway Network - by ODOT Highway Number	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Hydric or Wetland Soils	John Bauer	John.BAUER@wetlandsconservancy.org	503.227.0778
Intelligent Transportation System (ITS) - Camera	Galen McGill	Galen.E.MCGILL@odot.state.or.us	503.986.4486
Intelligent Transportation System (ITS) - Detector Stations	Galen McGill	Galen.E.MCGILL@odot.state.or.us	503.986.4486
Intelligent Transportation System (ITS) - Signs	Galen McGill	Galen.E.MCGILL@odot.state.or.us	503.986.4486
Intelligent Transportation System (ITS) - Weather Systems	Galen McGill	Galen.E.MCGILL@odot.state.or.us	503.986.4486
Lane Width	John Coplantz	John.S.COPLANTZ@odot.state.or.us	503.986.3119
Lidar Imagery Index	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Lidar Point Cloud Index	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
Low Clearance Bridges	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
Major Traffic Structures	Scott Jollo	Scott.U.JOLLO@odot.state.or.us	503.986.3069
Metropolitan Planning Area (MPA)	Mary Mcgowan	Mary.M.MCGOWAN@odot.state.or.us	503.986.7140
National Highway System (NHS) - Non-State	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157

LAYER ALIAS	OWNER NAME	EMAIL	PHONE
National Highway System (NHS) - State	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
National Network - Nonstate	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
National Network - State	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Number of Lanes	John Coplantz	John.S.COPLANTZ@odot.state.or.us	503.986.3119
ODOT Areas	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
ODOT Facilities	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
ODOT Leased Buildings	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
ODOT Maintenance Districts	Stefan Hamlin	Stefan.C.HAMLIN@odot.state.or.us	503.986.3049
ODOT Maintenance Stations	Brett Juul	Brett.A.JUUL@odot.state.or.us	503.986.3156
ODOT Regions	Stefan Hamlin	Stefan.C.HAMLIN@odot.state.or.us	503.986.3049
ODOT Transit Regions	Marsha Hoskins	Marsha.A.HOSKINS@odot.state.or.us	503.986.3266
OHP Expressways	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
OHP Freight Routes	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
OHP Highway Classification	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Oregon POINT Bus Routes (Fixed Route)	Matthew Barnes	Matthew.M.BARNES@odot.state.or.us	503.986.4051
Oregon POINT Bus Stops (Fixed Route)	Matthew Barnes	Matthew.M.BARNES@odot.state.or.us	503.986.4051
Oregon Scenic Bikeways	Brady Callahan	Brady.CALLAHAN@oregon.gov	503.986.0783
Oregon Scenic Byways	Mac Lynde	Mcgregor.P.LYNDE@odot.state.or.us	503.986.2840
Oregon Wetlands	Oregon Explorer	virtualoregon.support@oregonstate.edu	
Park and Ride Lots	Marsha Hoskins	Marsha.A.HOSKINS@odot.state.or.us	503.986.3266
Pavement Condition	John Coplantz	John.S.COPLANTZ@odot.state.or.us	503.986.3119
PLSS (Sections)	Joe Thomas	Joseph.R.THOMAS@odot.state.or.us	503.559.4371
PLSS (Township & Range)	Joe Thomas	Joseph.R.THOMAS@odot.state.or.us	503.559.4371
Posted Bridges	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
Posted Speed	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157

LAYER ALIAS	OWNER NAME	EMAIL	PHONE
Power Equipment Operator Zones	John Riedl	John.J.RIEDL@odot.state.or.us	503.986.3886
Rail Bridges	Rick Shankle	Richard.A.SHANKLE@odot.state.or.us	503.986.4273
Rail Crossings	Rick Shankle	Richard.A.SHANKLE@odot.state.or.us	503.986.4273
Rail Mile Posts	Rick Shankle	Richard.A.SHANKLE@odot.state.or.us	503.986.4273
Rail Network	Rick Shankle	Richard.A.SHANKLE@odot.state.or.us	503.986.4273
Rail Tunnels	Rick Shankle	Richard.A.SHANKLE@odot.state.or.us	503.986.4273
Reduction Review Routes	Stacy Snider	Stacy.E.SNIDER@odot.state.or.us	503.986.4157
Retaining Walls	Paul Wirfs	Paul.R.WIRFS@odot.state.or.us	503.986.3526
Review for Emergency Vehicle Loads	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
Review for SHV Loads	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
Safety Scoping Projects	Angela Kargel	Angela.J.KARGEL@odot.state.or.us	503.986.3594
Scour Critical Bridges	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
Seismic Program Highways	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
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STIP 2012-2015 Points Draft	Jeff Flowers	Jeffrey.A.FLOWERS@odot.state.or.us	503.986.4453
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Columbia Taxlots	Philip McClellan	Philip.L.MCCLELLAN@oregon.gov	503.586.8128
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Unstable Slopes	Curran Mohney	Curran.E.MOHNEY@odot.state.or.us	503.986.3407
Urban Growth Boundaries (UGB)	Robert Mansolillo	Robert.MANSOLILLO@state.or.us	503.934.0053
US Congressional Districts	Oregon Geospatial Enterprise Office	gis@gis.state.or.us	503.378.2166
USGS Quads Index	U.S. Geological Survey	http://www/usgs.gov/ask	888.275.8747
Weigh-In Motion (WIM) Sites	Matt Knight	Matthew.E.KNIGHT@odot.state.or.us	503.986.2987
Weight Restricted Bridges	Bert Hartman	Bert.H.HARTMAN@odot.state.or.us	503.986.3395
Wildlife Collisions	Cidney Bowman	Cidney.N.BOWMAN@odot.state.or.us	541.388.6420
Zip Codes	ESRI	info@esri.com	909.793.2853

APPENDIX E - FACS-STIP ASSETS, DATA FIELDS & DEFINITIONS

For more information about the data fields and/or collection of the data please refer to the Data Collection Guides.

Source information and more detailed metadata are not available in these documents but can be found in the dataset's metadata available on the ODOT Geoportal.

External version of the GeoPortal, for consultants.

APPENDIX F - 1R/3R RECORD OF DECISIONS DOCUMENTATION FORM

Screenshots of the 1R/3R form are located on the following pages; the form number is 734-5244 (7/2020); it is also available on the ODOT forms page.

These are best opened in the Internet Explorer (IE) browser.

Oregon Department of Transportation

1R/3R
RECORD OF DECISIONS DOCUMENTATION

☐ Scoping ☐ Project Initiation

Data and Decision Check-Offs and Approvals

ODOT HIGHWAY NO.	HIGHWAY NAME	HIGHWAY SUFFIX	ROADWAY ID	MILE POINT RANGE
				–

REGION	PROJECT NAME	FUNCTIONAL CLASSIFICATION

Pavement Design: Scoped Recommendations

☐ 1R:	95-100% single lift/5-0% multi-lift – 1R	No more than 5% greater than double lift
☐ 1R by DE	75-94% single lift/ 25-6% multi-lift	Must have pre-approved Design Exception. Any multi-lift **MUST BE** no more than 25%
☐ 3R	0-74% single lift/100%-26% multi-lift	

Above confirmed by historical data or core sample: ☐ **YES** ☐ **NOT YET**

☐ Preliminary ☐ Final Scoped Pavement Treatment Approved by Region Roadway Manager and Pavements Manager:

REGION ROADWAY MANAGER PRINT NAME	REGION ROADWAY MANAGER SIGNATURE	DATE

STATE PAVEMENT ENGINEER PRINT NAME	STATE PAVEMENT ENGINEER SIGNATURE	DATE

Safety Assessment: Safety Findings

Review of Safety Plans:

Is any area within the project limits included in any of the following?

Roadway Departure Safety Plans ☐ **NO** ☐ **YES** ☐ **N/A**

PLAN/REPORT and DATE
NOTES/COMMENTS

Intersection Safety Plans ☐ **NO** ☐ **YES** ☐ **N/A**

PLAN/REPORT and DATE
NOTES/COMMENTS

Bicycle/Pedestrian Safety Plans ☐ **NO** ☐ **YES** ☐ **N/A**

PLAN/REPORT and DATE
NOTES/COMMENTS

Older Driver Safety Plans ☐ **NO** ☐ **YES** ☐ **N/A**

PLAN/REPORT and DATE
NOTES/COMMENTS

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Review of Safety Priority Index System (SPIS):

Is any area within the project limits:

PLAN/REPORT and DATE

Considered a top 10% SPIS site based on most recent cycle? ☐ NO ☐ Top 10% ☐ Top 5%

GENERAL CONTRIBUTING FACTORS (IF SPIS SITE).	SPIS CYCLE YEAR

Review of Crash History:

Has any area within the project limits:

Had more than one Fatal or Injury A crash, last 5 years? ☐ NO ☐ YES

Safety Countermeasures Recommended for This Project ☐ None ☐ YES, see list below

BEGIN MP	END MP	COUNTERMEASURE

If delineation included, specifics are:

SPECIFICS:

Based on Safety Assessment:

☐ Project can be 1R or 1R+

☐ Project should be 3R

Critical Considerations Related to Safety Jointly Recommended by Traffic and Roadway:

NARRATIVE

If Pavement Design approved for 1R, is Safety Leverage appropriate (1R+)? ☐ NO ☐ YES

OPTIONS TO CONSIDER FOR SAFETY LEVERAGE

POTENTIAL ALTERNATIVE FUNDING SOURCES

Scoped Safety Findings, Countermeasures and Project Type Approved by Region Traffic Manager

REGION TRAFFIC MANAGER PRINT NAME	REGION TRAFFIC MANAGER SIGNATURE	DATE

Scoped Safety Findings Regarding 3R Standards Approved by Region Roadway Manager:

REGION ROADWAY MANAGER PRINT NAME	REGION ROADWAY MANAGER SIGNATURE	DATE

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Page 2 of 5

Asset Conditions, Priorities and Needs: Scoped Asset Conditions Findings

Please attach asset report to document the following:

ADA Features (at minimum, curb ramps and pedestrian buttons)

- ☐ **All features meet current standards or Not Applicable**
- ☐ **Some features substandard** (please attach detailed list)

NOTES AND COMMENTS

ADA – CQCR (Comment, Question, Concern, Request)

- ☐ **None pending per OCR or Region ADA-CQCR**
- ☐ **One or more pending** (please attach location and investigation)

NOTES AND COMMENTS

Bicycle Facilities

- ☐ **No gaps and all features meet current standards or Not Applicable**
- ☐ **Some gaps and/or some facilities substandard** (please attach detailed list)

NOTES AND COMMENTS

Bridges/Structures

- ☐ **NONE with asphalt deck and/or end panels – or – NONE within project limits**
- ☐ **Any within anticipated project limits include asphalt deck and/or end panels**

NBI NUMBER(S)

NOTES AND COMMENTS

Bridges/Structures – Vertical Clearances

- ☐ **Clearance(s) meet(s) current standards AND will NOT be reduced by project planned – or – Not Applicable because NO structures within anticipated project limits**
- ☐ **Clearance(s) do(es) NOT meet current standards**

NBI NUMBER(S)

NOTES AND COMMENTS

Bridges/Structures – Bridge Rail Replacement

- ☐ **NO bridge rail identified as high priority for replacement – or – Not Applicable because NO structures within anticipated project limits**
- ☐ **Bridge rail IS identified as high priority for replacement**

NBI NUMBER(S)

NOTES AND COMMENTS

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Sidewalks

- ☐ **NO gaps and all features meet current standards**
- ☐ **Some gaps and/or some facilities substandard** (please attach detailed list)

NOTES AND COMMENTS

Signs

- ☐ **All signs and supports meet current standards and are in good condition**
- ☐ **Some signs and/or supports are substandard, not retro-reflective or are in poor condition** (please attach detailed list)

NOTES AND COMMENTS

Traffic Barriers

- ☐ **All barriers meet current standards and are at least 350 compliant**
- ☐ **Some features are substandard or pre-350 compliant** (please attach detailed list)

NOTES AND COMMENTS

Traffic Signals

- ☐ **Signals comply with current standards and no work is triggered by ADA features**
- ☐ **Some signals do not comply with current standards or work is triggered by ADA features** (please attach detailed list)

NOTES AND COMMENTS

Other Infrastructure Assets, Geometry, etc. (See Highway Design Manual)

- ☐ **All other infrastructure assets meet standards and are in good condition; geometry and other standards also met**
- ☐ **Some infrastructure assets are substandard or are in poor condition; certain standards for geometry are not met** (please attach detailed list)

NOTES AND COMMENTS

Based on Review of Asset Reports:

- ☐ **Project can be 1R or 1R+**
- ☐ **Project should be 3R**

NARRATIVE

734-5244 (7/2020) Page 4 of 5

Record of Decision

Based on the pavement design, safety assessment and review of asset reports, the project will be:

☐ 3R

☐ 1R+, funding added from the following programs:

PROGRAMS

☐ 1R, any substandard assets/feature left in place

NARRATIVE (LIST AND EXPLAIN)

Recommended Safety Countermeasures to be included to mitigate geometric issues or other substandard features:

SPECIFIC ITEMS FROM SAFETY ASSESSMENT

☐ Scoped ☐ Final Asset Conditions, Priorities, Needs and Concerns Approved by Region Roadway Manager:

REGION ROADWAY MANAGER PRINT NAME	REGION ROADWAY MANAGER SIGNATURE	DATE

Pavement Treatment Approved by State Pavement Engineer:

STATE PAVEMENT ENGINEER PRINT NAME	STATE PAVEMENT ENGINEER SIGNATURE	DATE

Submit completed decision documentation and supporting reports. (Keep copy in region.)

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Appendix G - FACS-STIP GLOSSARY

ADA – Americans with Disabilities Act

ATNI – Active Transportation Needs Inventory

CQCR – Comments, Questions, Concerns, Requests

DFMS – Drainage Facility Management System

DMI – Distance Measuring Instrument

DVL – Digital Video Log

EPA – Environmental Protection Agency

ESA – Endangered Species Act

ESRI – Environmental Systems Research Institute

FACS-STIP – Features, Attributes and Conditions Survey - Statewide Transportation Improvement Program

FAHP – Federal Aid Highway Program

FAUB – Federal Aid Urban Boundary

GTFS – General Transit Feed Specification

Lat – Latitude

Long – Longitude

LRM – Linear Referencing Method

LRS – Linear Referencing System

MCTD – Motor Carrier Transportation Division

MP – Milepoint

OGDS – Oregon Geologic Data Compilation

OHP – Oregon Highway Plan

PLSS – Public Land Survey System

RSS – Really Simple Syndication

SHV – Specialized Hauling Vehicle

SPIS – Safety Priority Index System

UGB – Urban Growth Boundary

ODOT provides a safe and reliable multimodal transportation system that connects people and helps Oregon's communities and economy thrive.

www.oregon.gov/ODOT