

ODOT Project Description/Naming Guidance

Goal: The five Ws

Our goal in naming and describing ODOT construction projects is to make it as easy as possible for citizens and travelers to understand immediately

- **where** a project is located and
 - **what** the project will be doing to
 - **which** highway,
 - **when** and
 - **why** we are doing the project—what benefits will the public receive?
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Project Names (databases and web)

- When naming projects, follow the guidance outlined in the [STIP Development Manual](#). For example –
 - ✓ I-405: Freemont Bridge - 6th Ave. Rumble Strips
 - ✓ US 20: Culvert Replacement Brothers to Burns
 - ✓ OR 140: XYZ Creek Bridge (Bly)
 - ✓ OR 78: ABC Rd. to 123 State Park, Bike Lanes
 - For HB 2017 projects that are specifically named in the legislation, please try to mimic those names as closely as possible while still following the STIP Development Manual guidance.
 - As stated in the manual, when entering bridge projects into the database, don't put the structure number in the project name because the structure number will change.
 - Follow the naming convention listed in the manual for non-highway projects such as transit centers, bicycle/pedestrian trails, etc.
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Project Descriptions and Information

- Plain language coupled with common sense work best. Use familiar language; avoid jargon and abbreviations that citizens can't immediately identify
- Keep your descriptions to no more than two sentences. Use the project information web page to elaborate on the benefits, traffic impacts, etc.
- Include project boundary mileposts, but don't make them the only point of reference. Reference a specific location; tie it to a geographic location to make it easier for the public to identify
- Favor the local vernacular. A project in Bend should have a name that makes sense to the citizens in Deschutes County, not necessarily the citizens living in Medford
- Describe the general scope of the work in [terms citizens understand](#). Citizens generally don't know what "rehabilitation" is — are we sending a road to therapy? Use a description that tells us what kind of rehabilitation is being done. Likewise for "safety improvements"

Describe the expected outcome, for example “increase pedestrian safety” or “reduce number and severity of crashes.”

- For display on the Project Tracker Map, the project cost will be pulled from the Data Warehouse. Make sure this number is up to date and accurate. For project information pages, it is perfectly fine to say some like “Current estimated cost is \$6.2 million.” What’s important is that the cost on the Project Tracker Map and the cost listed on the project information page match as closely as possible.

Required Information

- Project number
- Project name
- Project description
- Projects costs
- Project schedule (estimated completion date)
- Project benefits
- Project contacts

Examples

Example of project name, description and basic information

Before

ALLEVIATE FLOODING ISSUES
AT BRIDGE #02836A

After

OR 414: Flood Prevention (Halfway)

Short description (for database/Project Tracking Map)

Reduce impacts of flooding along Oregon 414 at east end of Halfway by adding culverts, modifying road.

Longer description (for project information page)

Project will add culverts and modify the road to help minimize flooding and provide relief to property owners along Oregon 414 at the east end of Halfway.

Additional information (project information page)

Seasonal flooding can damage property and the roadway. High water events also impact travelers on the highway, creating challenges for motorists and emergency service providers. The project will reduce these impacts and help keep the highway open for traffic.

Work will begin June 19. The highway will be closed for about two weeks. Primary work will occur between mile posts 0.45 and 0.56. Traffic will be detoured to Fairgrounds Road during construction. Expect delays up to 20 minutes. Watch for detour signs and use caution around crews and equipment.

Phrasing examples

These are examples from ODOT and other state DOT construction projects (we're always looking for good examples). While these examples are better than the norm, there is always room for improvement.

Safety

- After grinding down the old surface, crews will add a new layer of asphalt, drainage and striping. This will increase safety by:
 - Removing ruts and potholes, creating a smooth driving surface;
 - Eliminating standing water, reducing chances of hydroplaning and sliding;
 - Improving visibility of lane markers, making it easier for people to stay in their lanes.
- New advisory speed signs and traveler information signs will be installed in seven locations along I-5 between I-405 and Marine Drive. These signs will assist in reducing crashes, improve travel time reliability, and enhance transit operations.
- The project adds a roundabout to the intersection. Roundabouts improve safety by keeping traffic flowing at safe speeds eliminated high-risk, head-on and T-bone collisions.
- Safety improvements include better lighting, new signs and marked crosswalks.
- We're updating curb ramps to ensure everyone can safely cross the street.
- Our contracted crews do paving work at night when there is less traffic on the road. Please help keep crews safe by paying close attention and slowing down in work zones.
- We are replacing rumble strips and repairing guard rail to help reduce crashes and injuries.
- This project will ease congestion and crashes often caused by merging and weaving.

Economic vitality

- I-84 is a critical part of the state's transportation system and is a major east-west corridor for the Western United States. Keeping the roads in good condition provides a safe, efficient transportation system that supports economic opportunity.
- US 550 and US 160 are truck routes, which provide significant freight mobility for agriculture and other industries, while also ensuring safe and reliable travel for critical goods and services to and from New Mexico and the Four Corners region.

Infrastructure lifespan

- More than 160,000 motor vehicles cross the bridge daily, though its original design was meant to accommodate 80,000 vehicles per day. Due to this increased traffic flow, motorists are three to five times more likely to have a wreck along this corridor.
- A new Brent Spence Bridge will double the number of lanes on the bridge, improving accessibility for everyone who uses it no matter the destination. Lanes in both directions will be dedicated to local and through traffic, which will simplify short commutes and long-distance travel.

Miscellaneous

- Construct new culverts and inlets or adjust existing storm drainage to address problems such as standing water on the road.
- At the intersection of Washington Street, OR 19 and OR 218 it is difficult for pedestrians to safely cross to and from downtown. Crews are installing new curbs and crosswalks to make it easier to cross the street.
- Crews will widen shoulders making it safer for emergency pull-off and incident response.
- Crews will add a new layer to the existing pavement creating a smoother ride.

Impacts to traffic

- Construction, by nature, will always impact those who use the road. Two lanes of traffic will be maintained in each direction of I-25 during the day.
- Drivers should expect slower speed limits, narrower lanes, increased volume, nighttime lane closures, and construction trucks entering and exiting the interstate throughout the corridor.
- Construction crews will be working around-the-clock and sometimes on weekends to deliver these improvements on-time, on-budget and with as little impact as possible.
- During construction beginning in 2020, all existing lanes of OR 217 will remain open during weekday daytime hours. Most work that could impact travelers will be performed during nights and weekends to minimize traffic impacts. People can expect traffic delays, noise and intermittent ramp closures. Traffic impacts are also expected on some local streets.
- Construction officially kicks off in spring 2019 and will take two full construction seasons to complete. Motorists can expect to see significant ramp closures and lane width reductions.
- Information as of 3/13/2019:
 - Crews will have various single lane closures along northbound I-435 at Stadium Drive from 8 p.m. to 8 a.m. the following morning. This may impact morning rush hour.
 - Crews will close I-70 eastbound exit ramp to Manchester.

Follow the description guide on the [project information page tutorial](#) for filling out traffic impacts, public involvement information, benefits, etc.

Public-friendly project description cheat sheet

The following are examples plain language terms that can be used to describe projects in online and printed publications and materials.

Common project terms	Plain language equivalent
A, B lane	A is the left lane; B is the right lane
AC	asphalt
ADT (average daily traffic)	the number of vehicles on the road each day
aggregate	Rock, gravel
anchor bolts	heavy duty bolts
approach slabs	(concrete) transition from road to bridge
attenuator	Crash cushion
backfill	to refill (a hole)
Chip seal	Asphalt with embedded sand and gravel
Course	Layer of pavement
borrow	dirt
bituminous	relating to asphalt
bridge bent	pier
conduit	pipe or channel
Continuously reinforced concrete pavement	Concrete reinforced with steel
Deck	Roadway or bridge surface
Deck overlay	pavement
delineators	markers
footings	supports
graded aggregate base	leveled rock base
Grind/inlay	Paving or pavement patching
highway number	refer to the state route number (Oregon 215) or the U.S. route number (US 97), not the ODOT highway number (Hwy 1 = Interstate 5)
Improve ingress and egress	Make it easier to get on or off the highway
Joint repair/replacement	Bridge repairs
junction box	where pipes or wires come together
leveling course	an asphalt layer used to correct slope and remove rutting
luminaires	lights
Manage access points	Manage access to and from the highway
milling	pavement removed by grinding
3R	paving
PCC	Portland cement concrete
Phase 1 seismic retrofit	Seismic reinforcement or earthquake reinforcement?
Realigning	Straightening or moving
reflective pavement markers (RPM)	reflectors

Common project terms	Plain language equivalent
scour	erosion
screenings	fine material from a rock crushing operation
sheet piles	retaining wall
signing modifications	Updating signs
slurry	mixture
structure	usually a bridge; (be specific)
surety	bond company
traffic control devices	cones, barricades, drums: be specific
weep holes	a designed hole to alleviate water pressure
wearing course (also friction course)	top layer of pavement
Vague terms	Plain language equivalent
Curve correction	
ITS devices	Be specific – variable message signs, reader boards, etc.
MINORROAD	road
Replace BR	Replace bridge...
Restoring ride quality	Fill ruts, smooth road surface, pave
Sign upgrades	Updating signs
Single lift, 2 inch cold plane and 3 in wear course	Paving
Stabilize subgrade	Fix/repair area under the pavement
ADA improvements	Be specific and describe what the improvement is. Ramp cut into a street curb is better than just curb cut.