Agenda

1. Mobility Program Overview
2. Why Notices are Important
3. Coordination during Project Development
4. Communication during Construction
5. Reviewing & Managing Notices
6. Highway Restriction Notice Form Walk-Thru
7. Q&A
1. Mobility Program Overview

Refer to Mobility Procedures Manual:
- Chapter 1, Introduction

mobility 
/mōˈbilədē/
noun
The Mobility Program is currently part of the Motor Carrier Transportation Division and will soon to be moving the Delivery & Operations Division (Highway). The unit consists of seven full-time staff:

- Christy Jordan is our program manager.
- Our operations coordinator is Katie Scott, who facilitates mobility meetings, implements policies and procedures, and tracks critical route corridors for potential conflicts.
- We have two program analysts: Manny Boswell and we just hired Curran Kleen-Brown to fill the other position. The analysts review and track projects for mobility impacts and stakeholder engagement.
- We have two program specialists: Kyle Knuth and a currently vacant position. They process highway restriction notices and support our stakeholder meetings.
- And Bill Gross works as the training coordinator, developing and delivering internal and external training.

In addition, there are **Mobility Liaisons** assigned to each Region who provide mobility guidance.

Our team works with both the liaisons as well as project staff. The liaisons are:

- Region 1: Kari Sprenger
- Region 2: Mike Doane
- Region 3: Matt Malone
- Region 4: Teresa Gibson
- Region 5: Jeff Wise
This is the definition of Mobility provided by the Mobility Procedures Manual.

Central to mobility coordination and the Mobility Program – is communication and stakeholder engagement.

Project delivery teams, construction and maintenance staff provide a crucial link in communicating impacts to the Mobility Team, so that stakeholders can be engaged in planning and coordination as well as notification of the trucking industry and traveling public.
These are a few of the roles and responsibilities of the Mobility Team.

- We’re the primary contact for engaging with industry stakeholders.
- Our staff are subject matter experts who can provide project delivery teams with guidance on ODOT’s mobility policies and procedures. We can also provide helpful data such as over-dimension permit data, detour route analysis, and vertical clearance data.
- We work with project teams and stakeholders to identify and minimize impacts throughout the project delivery lifecycle.
- And during construction and maintenance activity, we review restriction notices and communicate impacts to the trucking industry.
These are some links to further reading and documents that will be referenced in this presentation.

You can also find these links on our internal SharePoint site and external web site, which are listed here as well.
In this section, we’re review why Restriction Notices are important in the overall coordination, communication and mitigation of mobility impacts on the state highway system.
First is Work Zone Safety. ODOT’s work zone safety goal is zero fatalities and injuries. Per the Work Zone Guiding Principle, **effective communication** with travelers is essential for establishing reasonable expectations and minimize unsafe driver behavior. The Mobility Team communicates restriction information to motor carriers to prevent oversize/overweight vehicles from entering work zones where and when they shouldn’t. If the Mobility Team is not given adequate notice of a pending restriction, they will be unable to stop the oversize/overweight loads that are normally allowed to travel by permit from entering the work zone.
There are a lot of oversize/overweight traffic travelling throughout the state at all times.

MCTD’s Over-Dimension Permit Unit issued over 61-thousand annual permits (each one allows for unlimited trips on certain routes); and more than 67-thousand single-trip permits (which includes superloads).

These numbers represent pieces of paper, and not necessarily the number of permitted vehicles or the number of trips taken (for example, one permit can be issued for a fleet of trucks).
Restriction Notices are but one part of a larger coordinated effort to minimize restriction impacts and delays.

Per ODOT Operational Notice PD-16: Regions are expected to evaluate all construction projects for mobility and review options carefully throughout each phase of the project to minimize the duration and severity of freight restrictions and traffic delays.

ODOT Operational Notice PD-16

“Appropriate and timely communication within ODOT and with industry stakeholders affects the success of traffic mobility on Oregon’s transportation system.”
Restriction Notices also play an important role in ensuring ODOT meets its commitments to the trucking industry to maintain freight mobility and meet notification requirements for planned restrictions.

This quote from a member of the Mobility Advisory Committee emphasizes the need for providing reliable communication and coordination when planning work zone restrictions that can affect the movement of freight in the state.
Notifications are important because of ODOT’s requirement to meet the **FHWA Work Zone Safety and Mobility Rule**.

The regulation encourages consideration of safety and mobility impacts of work zones across project development and the implementation of strategies (such as restriction notices) that help manage these impacts during project delivery.
Next we’ll look at coordination efforts during project development and the different types of temporary mobility impacts to consider.

It’s important that resident engineers be familiar with these impacts, especially when there are changes to traffic control plans during construction that might affect restrictions and industry commitments made during project development.
There are many factors and options to consider when reviewing and mitigating mobility impacts, and these are just a few of the questions that come up in Mobility Advisory Committee meetings, and are addressed in the Mobility Considerations Checklist (which we’ll discuss in the next few slides).

The Project Development stage is also a good opportunity for resident engineers (if available) to get involved in addressing these questions, which ultimately will be put into practice during construction.
Likewise, there are work zone safety separation opportunities, concepts and devices to consider.

These are a few that are included on the Work Zone Decision Tree Form, which is required (along with a TMP) for all projects under the Work Zone Safety Guiding Principle Directive.
During Project Development, the Mobility Considerations Checklist is a fundamental part of identifying and documenting temporary restrictions and other mobility impacts related to a project.

The Checklist identifies all types of impacts including size and weight restrictions, closures, detours, critical route pair conflicts and delays, which we’ll review in the following slides.
An important concept that affects mobility coordination with temporary restrictions is critical route pairs.

Coordination is essential to ensure a critical route pair will not be concurrently restricted.

If a route identified on this list needs to be temporarily restricted, the region should take steps to make sure the entire paired route on the list is not concurrently restricted.
In developing staging options, it’s important to compare what the overall impacts to road users will be with each option.

In some cases, a complete route closure with a detour over a shorter period will have a smaller overall impact than an expensive, prolonged staging plan that strives to keep the route open.

During project development discussions, some stakeholders prefer a project with a shorter duration and severe impacts, over a project with a prolonged duration and minor impacts.
Construction projects are evaluated for delay impacts.

Options should be carefully reviewed to minimize duration and severity of delay impacts.

Furthermore, delay estimates must be prepared for projects on routes with delay thresholds (corridor delay thresholds can be found in the Mobility Procedures Manual).
Detours need to take into account & provide for all traffic that is allowed to use the route, including freight and over-dimension units.

When evaluating a detour route, the route should be checked for these issues.

During project development, the Mobility Team needs to be notified about planned off-site detour routes.

If over-dimension units use the existing route but cannot use the detour route, then either a different detour route is needed, or a second route for over-dimension units is needed.

The Mobility Team can help determine what types of freight traffic that currently use the route that will be closed. We can also help determine if detour approvals will be needed.

- If a planned detour uses local city or county roads, local jurisdiction approval will be needed.
- In some circumstances, a detour route might need to accommodate larger load dimensions that are normally allowed on the route to be closed (Triple-Trailers, for example).

In these cases, the appropriate District Road Authority approval will need to be documented.
Any time vertical clearance is temporarily reduced, notification and coordination with the Mobility Team is required.

Often times these clearances are unknown – you can reach out to the Mobility Team provide the most up-to-date VC data on existing structures.

Temporary VC reductions can be caused by temporary traffic signals, bridge falsework, and lane closures/lane shifts underneath structures.
When considering horizontal width restrictions, it’s important to note that overwidth loads are commonly transported throughout the state.
To meet commitments to the freight industry, the Mobility Procedures Manual specifies horizontal clearance standards for **daytime** hours which are required to be maintained through work zones for construction projects.

**NOTE:** The widths indicated with asterisks for single-lane traffic still require notification and coordination through the Mobility Team.

**Sunrise/Sunset Exceptions:** If longer work hours are needed beyond nighttime hours, and daytime horizontal width standards cannot be maintained, project teams can seek an exception to encroach into daytime hours to allow for a longer work window.
When planning width restrictions, horizontal clearance refers to the unobstructed paved width of the open travel lane(s) between any type of barrier (such as cones, barrels, candlesticks, equipment, etc.), and includes any usable shoulder.
Available horizontal clearance will determine the impact on overwidth loads that use the affected route.

When the freight industry is notified of width restrictions, the Mobility Team applies a buffer space to the available horizontal width to determine the restricted load width for freight in the work zone.

The amount of buffer depends on if the work zone is on a straight and/or curved section of roadway.

In this example, an open lane reduced to 19 feet of horizontal clearance would result in a 17 foot wide load restriction on a straight section, and a 16 foot wide load restriction on a curve (or a work zone that's both straight and curved).
Temporary weight restrictions can be needed when a closed lane can prevent heavy loads from straddling the center line when required on certain bridges.

Bridge containment systems can also add additional load to a bridge, requiring a temporary weight restriction.
Any planned road and ramp closures require notification and coordination through the Mobility Team to determine impacts on affected industry stakeholders and identify a suitable detour or alternate route.

Full road closures and ramp closures impact the full spectrum of vehicles – from motorcycles and cars to the largest of permitted over-dimension vehicles that use the route.
Curves of more than 5-degrees can result in a length restriction.

Temporary length restrictions aren't needed often – but when they are necessary, they require significant coordination and engagement with the trucking industry, as these restrictions can impact many different vehicle configurations – depending on the nature of the work zone and curve.

Engage the Mobility Team early if your project anticipates a length restriction.
Providing a **safe** and reliable transportation system, means providing the public with reliable information about restrictions and closures.

To that extent, communication and coordination requirements and expectations are in place so that ODOT can meet its commitments to notify the freight industry and traveling public about planned restrictions.
When transitioning to construction, --- **BEFORE** agreeing to any proposed contractor TCP changes -- and **BEFORE** restriction notifications are submitted ---- it is important that the resident engineer be familiar with these documents.

The information in these documents should be consistent with each other (e.g. the Signed Mobility Considerations Checklist is supposed to be consistent with the information provided in the TMP, Work Zone Decision Tree and the allowable closures listed in Standard Specification 220.40 (e)).

**If you notice discrepancies, let your Region Mobility Coordinator or the Mobility Team know right away.**
ODOT's TMP Guidance Manual also stresses the importance for Construction Staff to understand the safety and mobility expectations that were established during project development.

Knowing and understanding these expectations and discussing them with the contractor prior to construction is essential for coordinating and communicating any necessary changes before and during construction.
When a contractor is awarded a bid, the contractor can accept the traffic control plan that is provided by ODOT. If they don’t accept ODOT’s TCP, they can either propose changes or propose their own TCP.

If the contractor proposes changes or their own TCP, ODOT policy requires the resident engineer first follow specific engagement steps before accepting the changes.
These steps are required in ODOT Operational Notice PD-16, and are included in the Mobility Considerations Checklist instructions.

It is important to recognize and communicate such changes EARLY to allow time for these steps before restriction notices are submitted.
The Work Zone Decision Tree must also be updated to document changes & stakeholder engagement:

**IF THE CONTRACTOR PROPOSES CHANGES**

The Work Zone Decision Tree must also be updated to document changes & stakeholder engagement:

**Highway Directive TRA 10-16 (Work Zone Safety Guiding Principle):**

The Construction Project Manager is to use the Work Zone Decision Tree to document coordination with stakeholders as they evaluate proposals for changes to TCP’s.

The Work Zone Safety Guiding Principle Directive further requires that stakeholder coordination and decisions related to proposed TCP changes be documented in the project TMP and Work Zone Decision Tree.
Additionally, the Transportation management plan will need to be monitored and updated as necessary, per the TMP Guidance Manual.
Provided any proposed contractor changes have been addressed through the required engagement steps, notification needs to be provided for planned restrictions and closures using the **online Highway Restriction Notice Form.** *(the link can be found on the Mobility Website and SharePoint site)*

Typically, the form is submitted by the Contractor, and it is the Resident Engineer’s responsibility to review the form to ensure the information is consistent with what was shared with industry stakeholders during project development – before forwarding the form to the Mobility Team for review and approval.

The form should not be used to communicate proposed changes to the TCP before the required engagement steps in the previous slides have been followed.

**Keep in mind that notice is not considered given until an acceptable form has been submitted and approved by the Mobility Team.**
Contractors are required to submit the form at least 35 days prior to the restriction beginning (per contract Standard Specification 220.03 (a)). This allows time for the resident engineer to review the information in the notification form before forwarding it to the Mobility Team for final review.

REs are required to forward the completed form to the Mobility Team at least 14 or 28 days prior to the restriction beginning, depending on the type of restriction planned:

- **At least 14 days** are required for restrictions that only impact Single Trip Over-Dimension Permits. The 14-day period allows MCTD to finish processing permits that have already been requested, stop issuing permits for the period during which the highway will be restricted, and allow STP’s that have already been issued to expire.

- **At least 28 days** are required for restrictions that impact annual permit holders. Annual permits are valid for unlimited trips on specified routes around the state. This is accomplished with a letter announcing the nature of the restriction and its associated duration and authorized detour (if one exists). The letters are mailed (and emailed via Gov Delivery) to thousands of annual permit holders.
Once a Restriction Notice is Approved, the Mobility Team distributes restriction information in several ways:

1. The Road and Bridge Restriction List on MCTD's Oregon Trucking Online website.
2. MCTD’s over-dimension permit analysts use restriction information when issuing single-trip permits.
3. ODOT’s TripCheck website publishes advisories with restriction information affecting commercial vehicles with a “T” icon on their interactive map.
4. Letters are mailed to thousands of annual over-dimension permit holders.
5. GovDelivery Trucking Advisories are also sent to permit holders and the trucking industry.
6. And restrictions are also published on MCTD’s Oregon.gov public web page.
For construction project work, a Highway Restriction Notification is required for any of these temporary conditions.

- Any time horizontal clearance is reduced to less than
  - 28 feet for two lanes of one-way traffic.
  - 28 feet for two lanes of 2-way traffic (single lane each way).
  - 22 feet for one lane of one-way traffic.
- Any time a state facility is fully closed or traffic is detoured for any period of time (regardless of whether or not a detour is available).
- Any time a ramp is closed for any period of time (regardless of whether or not a detour is available).
- Any time vertical clearance is reduced.
- Any time weight or length restrictions are imposed.
Notification is **not** required for construction project work if all of these requirements for accommodating all unannounced oversize loads can be met.

*Note: Check with the Mobility Team for accommodating unannounced wide loads on mainline interstate highways.*

It is extremely rare that ODOT would accommodate oversize loads on the interstates, and if considered would need to be coordinated with MCTD early during project development.
Managing Restriction Notices

Some Do’s & Don’ts

• Be as specific as possible when entering dates and durations. Avoid submitting “blanket restrictions that will restrict routes when work isn’t actually taking place.

• For ramps, indicate as many that can reasonably be completed within a reasonable amount of time (work with the Mobility Team to determine).

• For multi-lane highways, when work is not concurrent, send separate notifications for each direction of travel, and for stages/phases with different size restrictions or allowable hours.

• Coordinate review of restriction notices with the contractor. Notice is not considered given until Mobility receives an acceptable notice.

These are just a few guidelines for managing restriction notices. The Mobility Team provides further guidance in a Highway Restriction Notice Checklist for Resident Engineers, as well as a Restriction Notice User Guide.

• Be as specific as possible when providing dates and durations. Per the Work Zone Guiding Principle, effective communication with travelers is essential to establish reasonable expectations to minimize unsafe driver behavior. We also want to prevent oversize/overweight loads from entering work zones where and when they shouldn’t.

• For projects with multiple ramp work taking place over a long duration – separate that into different restriction notices listing as many ramps that can reasonably be completed within a reasonable amount of time.

• For multi-lane highways where work is not concurrent, it is also best to send separate notifications for each direction so that the notices can be updated and lifted separately when the work is completed.

• Work closely with the contractor to ensure restriction notices are reviewed in a timely manner and forwarded to the Mobility Team for approval. Notice is not considered given until the Mobility Team receives an acceptable notice.
5. Issues to Avoid when Submitting Restrictions

In this section, we’ll discuss a few issues to avoid that can help expedite the review of your restriction notices, and help improve the notification process.
When restriction notices are submitted to the Mobility Team, they are compared against the project’s Mobility Considerations Checklist. These are some examples of discrepancies that we might see.

If there are changes to restriction plans that significantly impact mobility, they are sent back to the submitter which can potentially causing delays.

**Before agreeing to changes proposed by the contractor when submitting restriction notices, the Resident Engineer must follow the requirements in PD-16 and the Mobility Procedures Manual for engaging the Region and Mobility Team.**

If there are discrepancies, be sure to explain the reason on the form (e.g. changes previously discussed and shared per PD-16).

<table>
<thead>
<tr>
<th>The Signed Checklist Says...</th>
<th>The Restriction Notice Says...</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 feet of horizontal clearance is available</td>
<td>13 feet of horizontal clearance is available.</td>
</tr>
<tr>
<td>Restriction duration is 5 months</td>
<td>Restriction duration is 17 months</td>
</tr>
<tr>
<td>A mainline ramp will be closed two days each week.</td>
<td>A mainline ramp will be closed for three months.</td>
</tr>
<tr>
<td>A width restriction is planned.</td>
<td>A full road closure is planned.</td>
</tr>
<tr>
<td>All unannounced oversize loads will be accommodated.</td>
<td>Loads will be accommodated with advance notice.</td>
</tr>
</tbody>
</table>
Restriction start dates can sometimes be delayed due to weather or other factors.

If there are delays, be sure to update the restriction notice as soon as possible, so that the route does not appear to be unnecessarily restricted on TripCheck and for OD Permit Analysts.

To update a restriction, email the Mobility Team to send your restriction back for editing.
Just as important as providing restriction notification – is lifting them when they’re done.

Our Restriction Notification System does send out automated email reminders at the end of the scheduled timeframe, but sometimes they get overlooked.

Keep in mind, as long as the restriction is not lifted from the system – it remains published (e.g. TripCheck) and appears to still be restricted.
Next, we’ll walk through the online Highway Restriction Notice form.
THANK YOU!

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Please provide us your feedback about this training:
https://www.surveymonkey.com/r/MobilityTrainingFeedback