

# **CITY PROJECT SCOPING MEETING**

## **CONSULTANT INFORMATION**

### **PLANS**

Use City/County standard sign legend

Legend and notes should be shown on every signing/stripping sheet

All parking signs are now the City's responsibility. The consultant must clearly identify what parking needs are desired and whether they will be metered, pay station, or free.

Provide a sign sleeve table with Sta. & Offsets. Identify if sleeve is for parking sign alone or shared with other.

If signs are in project, use without Z-bars.

Identify/develop a way to instruct the EIC how to split the costs into the correct shares regarding parking signs, shared posts/sleeves, conduit, pullboxes, foundations, etc. For sign associated costs, follow the example table as provided by the City. A similar table may be needed for signal items.

Proposed and existing signs should be shown

Show overhead signs on both signal and sign drawings

NOTE: All sleeve's should be verified in field by MCDOT

NOTE: All school related signs to be FYG

NOTE: All City street name signs shall be Blue background with upper/lower case lettering

NOTE: All overhead signs shall be 3M DG3 sheeting/ASTM Type XI (confirmed as of 1/24/17).

NOTE: All ground mounted signs shall use 3M HIP sheeting, ASTM Type III (Street name signs, regulatory and warning). Parking signs can be engineering grade.

NOTE: Project's contractor is responsible for paying all RG&E connection and break-in fees.

Use epoxy for long lines.

Use MCDOT's tape spec. for x-walks, stop bars and arrows.

Crosswalk lines: 12" white, prefer the crosswalk to be 10' wide (measured outside to outside);  
Stop bar: 16" white

Parking lanes: 8' preferred; 9' max., Parking wants "T's" to delineate metered spaces

Bike lane markings should be immediately after intersections and not more than 250' apart.

Bike lane signs should be at the start of the lane, after major intersections, or every 500'

Any way to accommodate bicycles? If bike boxes are needed, are they feasible with the loops? What sign changes are required? Monroe County recommendation is to stripe the bike lane first; then conduct Turning Movement Counts to determine the need for a bike box.

Wherever a single thru lane exists, parking signs must be "No Stopping"

If the City/County curb extension (bumpout) policy can't be followed, a curb bumpout memorandum should be provided that specifically states: that parking is needed and warranted; that an accident problems does not currently exist; and that if an accident problem develops after installation of the bumpouts that parking may have to be restricted.

### SIGNAL PLANS

If there is traffic signal work and a cabinet installation is involved, be aware that there are 2 items specified...one for the purchase of the cabinet and 1 for the installation.

For projects with pedestrian signal heads, all pedestrian signals now are with countdown timers.

All existing Fire Preempt needs to be removed and reinstalled by contractor.

Number vehicle phases as follows (omit any that do not apply): Phase 1 = SB left, Phase 2 = NB through, Phase 3 = WB left, Phase 4 = EB through, Phase 5 = NB left, Phase 6 = SB through, Phase 7 = EB left, Phase 8 = WB through

Number pedestrian phases to match the vehicle phase they move with concurrently, adding a "P" in front. For example, "P2" would be the east leg crosswalk that moves with Phase 2.

How to show pedestrian indications on a corner – orient the symbols so they are mounted on the outside away from traffic.

For the pedestrian button, under the Table of Operations, there are two footnote versions as follows:

Version 1 - This indication will be "Walking Person", followed by flashing "Upraised Hand".

Version 2 - This indication will be "Walking Person", followed by flashing "Upraised Hand", upon actuation of the pedestrian push button.

Both footnotes are needed when one street has buttons and the other does not. Using dashed lines for permissive movements and solid lines for protected movements.

Show the number of lanes on phasing diagrams and their geometric orientation.

Signal heads and overhead signs need to line up with the lanes they serve. A typical arrangement for 1 thru and 1 left is to install the left head 1-2 ft. left of lane line and the right head approx. 5 ft. off curb.

Show the proposed striping on the signal drawings such that the loops, signs, and signal heads line up with the striping. During design, show existing striping separately.

Loops are installed in front/back pairs. Do not try to cover an approach lane with a single loop.

Parallel loops always use quadruple type pattern (2-4-2 turns); lateral loops do not (3 turns).

## REPORT

A detour route analysis is required for all signals on off-site detours (particularly where detoured traffic is making a left). Do NOT assume 100% of traffic will follow detour...they will seek other ways (A typical range is between 50% and 75% on detour route...consultant to make a recommendation based on the availability of other nearby alternate routes...can discuss with MCDOT).

For one way detours, consider the advantages and disadvantages of each direction of closure – signing, capacity, and logical starting points such that closures occur at major intersections.

Turning movement counts required at: redesign of signal, removal of signal, adding a new signal. Machine counts can be provided by Monroe County (for City in-house design only), TMC by consultant. NYSDOT does the periodic count program in the City. The consultant is responsible for obtaining traffic data from the NYSDOT traffic volume data website and getting any missing counts that they may need.

Advise where turn pockets are necessary. Do they need more storage capacity? Can they be eliminated or shortened?

Provide accident analysis and diagrams. Show collisions for each year on a separate diagram, rather than all years on the same diagram. Advise of any geometric changes due to this.

Compare accident rates to what is expected for the facility type. Do not apply State rates to County roads or vice versa.

Analyze road diet candidates. Review traffic volumes and lanes at intersections and conduct a capacity analysis to analyze intersection capacity and queueing with reduced lanes to determine if a road diet is feasible. (MCDOT provides our multi-lane candidate list, but consultant must analyze intersections for capacity needs. If no consultant, MCDOT will do this).

Consultant should provide safety screening memo's.

Place diagrams within the report where they belong contextually rather than at the end.

Include a detailed site plan within the report.

**SCHEDULE**

Monroe County typical review period for first submission is 3 weeks. Should consist of plans and share split estimate. Subsequent submissions may be shorter.