
Transportation Management Plan

Title and Location of Project
SP Number
X/XX/20XX

General Project Guidance (Executive Summary)

Provide an overall summary of project commitments, including, but not limited to:

- General project staging commitments such as number of mainline lanes to be maintained, ramp closure restrictions, total or directional roadway closures, etc
- Highlight/summarize mitigation strategies included with the project.
- Sensitive groups/organizations (businesses, transit, schools, hospitals, etc) that need direct contact with any staging changes
- Special events to avoid significant traffic impacts (lane closures, total closures, etc)

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Project Description

This section includes information on <project background and project scope> as well as a description and listing of membership on the TMP Team.

Letting date: insert date

Anticipated construction schedule: insert date

Corridor Discussion and Project Scope

Discussion of background of corridor and proposed scope. Background should include need and purpose of project and description of previous work in the area.

TMP Team

Insert description of TMP Team members and meeting schedule.

Each TMP team will include representation from the following areas (with specific personnel for this project in parentheses):

- Project Manager (personnel)
- Construction (personnel)
- Traffic (personnel)
- Public Affairs (personnel)
- Area Management (personnel)
- RTMC (personnel)
- Business Liaison, if assigned (personnel)
- Local agency(s) (personnel)
- Others??

TMP Scoping Worksheet

The TMP scoping worksheet includes the Work zone Mobility Impact Assessment Worksheet, Red Flag Checklist (including consideration of ABC techniques), and TMP Scoping Conclusions.

If TMP scoping worksheet was not completed during scoping, include the Work Zone Mobility Impact Assessment Worksheet and Red Flag Checklist.

Insert TMP Scoping Worksheet

TMP worksheet

Insert TMP worksheets and comments.

Public Information Communications Plan

Insert communications plan from Public Affairs.

Traffic Analysis

Insert Traffic Analysis from Metro Traffic.

Traffic Control Plans and Construction Staging

Traffic control plans will be included in the Appendix. Insert table, figure, or description of approach to construction staging and general approach to develop temporary traffic control plans.

Traffic Impacts and Mitigation Strategies

Provide a discussion of mitigation strategies being implemented with this project. Please include discussion and supporting information for mitigation strategies considered but eliminated. Supporting information can include such items as meeting minutes, benefit cost analyses, etc.

Traffic Staging Alternatives Considered, but Dismissed

Provide a discussion of all staging alternatives considered and explanation of their dismissal. Please include supporting information to support decisions made. Info can include traffic analysis, meeting minutes, etc.

Time and Traffic Special Provisions

Time and traffic special provisions will be included in the Appendix. Include discussion of any significant items in the specifications.

TMP Modification Process

Following letting, the Construction Resident Engineer or one of his/her representatives, if so designated, will become the steward of the TMP document during construction administration. Before approving changes in traffic control, allowable lane or ramp closures, or other deviations from the TMP, Construction personnel **will consult** the TMP and appropriate Traffic, Area Management, Public Information, Design, RTMC, Business Liaison, Local Agency(s) or other parties as appropriate.

The following outlines the process for TMP modifications during construction:

1. If any significant changes as defined in Mn/DOT Metro TMP Process documentation are made during construction that conflict with provisions or commitments made in the TMP, the Project Engineer will document this as a “Change to the TMP”. When practical, Construction personnel should discuss significant proposed changes with appropriate TMP Team members before approving.
2. If additional traffic mitigation measures are implemented during construction, these will also be documented as a “Change to the TMP” by Construction personnel.
3. If other functional areas have additional documentation (RTMC changes, monitoring, etc), they will add it to the document in ProjectWise.
4. The details regarding changes, and the reason for the change, will be documented and e-mailed to a list of TMP Modification Contacts, as detailed below:

TMP Modification Contacts

Insert names and contact information of those who are interested in being notified of TMP changes. Typically this list will include TMP Team members and FHWA area engineer if there is federal funding. Other interested parties can be included.

Appendices

Typically included in appendix supporting or requested information from document discussions, such as:

- Modeling output, if any
- Meeting Minutes from TMP team meetings, construction staging meetings, and other meetings related to TMP
- Other records of correspondence
- Traffic Control Plans
- Time and Traffic special provisions
- Modifications to TMP, to be added by resident construction engineer

*** Information should especially focus on documentation supporting decisions made during project development, whether or not specific issues or items were included in the project design or traffic control plans or general guidance.