DOTD POLICY ON

MANAGEMENT & OPERATIONS OF

TRAFFIC MANAGEMENT CENTERS (TMCs) &

INTELLIGENT TRANSPORTATION SYSTEMS (ITS)

Purpose

The purpose of this policy directive is to set forth responsibilities of DOTD in planning, deployment, management, and operations of Intelligent Transportation Systems (ITS) on state-owned highways in Louisiana. System components include field devices and subsystems, telecommunications links, and Traffic Management Centers (TMCs). Specifically, this directive will establish lead and support ITS functions to be provided by DOTD and other state and local government agencies in the management and operation of the state's highway network.

Scope

This policy outlines a basic deployment, management, and operations framework to be administered by DOTD's ITS program and is applicable to all projects.

Policy

DOTD's role in ITS planning, deployment, management, and operations is to augment the existing highway planning, construction, and maintenance practices that employ conventional traffic control devices. In urban areas within a metropolitan planning organization (MPO), highway improvements are prioritized through a regional transportation improvement program (TIP) and further through DOTD's statewide transportation improvement program (STIP). MPOs incorporate local government needs through the TIP development process. Operations and maintenance activities of traffic control devices on state-owned highways are typically out-sourced by DOTD Districts to local government agencies. This interagency partnership allows DOTD to retain ownership of equipment and systems while employing local governing bodies to perform hands-on, daily operational functions. DOTD Districts provide technical support to local agencies and maintenance of devices in rural areas.

Based on these principles, the following are policy directives established for the state's ITS program.

DOTD will:

1. Develop and staff an ITS Unit within DOTD and assign statewide responsibility of managing and coordinating the ITS program.

2. Take the lead role in implementing all ITS programs in urban areas on state-owned highways in cases where local government agencies do not assume this role.

3. Take the lead role in implementing all ITS programs in rural areas outside the jurisdiction of MPOs.

4. Establish ITS standards that are in compliance with the statewide and national ITS architecture. Require local and regional compliance with adopted standards to maximize system uniformity and interoperability and device interchangeability for federal/state participation. Variation to this standards requirement will be considered on a case-by-case basis.

5. Establish ITS functionality, where applicable, in each DOTD District Office. Basic functionality should include the ability to monitor the state highway network and gather and disseminate information based on regional needs.

6. Encourage and assist in the development and operations of regional ITS programs by local government agencies and/or DOTD Districts. Provide appropriate financial, informational, and technical support for these programs. Appropriate support will be defined on a case-by-case basis and will be identified in

memoranda of understanding (MOUs) and agreements with local government agencies.

7. Establish an administrative hierarchy of all ITS initiatives undertaken by local government agencies consisting of an administrative, regional policy-making, and TMC operational level committee process.

     a. An ITS Administration Board comprised of the ITS HQ Team identified in the DOTD Highway Project Selection Process will be given responsibility of administering the state's priority program for ITS including making all executive-level financial decisions. Members of this board include:

         o DOTD ITS Engineer Manager (Chair)

         o DOTD State Traffic Engineer

         o DOTD Highway Needs Engineer

         o State Police Representative

         o DOTD District Administrators (2 Representatives)

         o DOTD Highway Safety Engineer

         o User Representative (appointed by ITS Engineer Manager)

     b. A regional ITS Policy Committee will be specific to an MPO area and typically involve an interagency partnership of the following personnel.

         o DOTD District Administrator (Chair)

         o DOTD ITS Engineer Manager

         o Local Government Agency Representative

         o Metropolitan Planning Organization (MPO) Representative

         o Federal Highway Administration Representative

The District Administrator will be responsible for coordinating and managing activities of this committee. This policy committee will be responsible for establishing a regional ITS priority program through the TIP and operational responsibilities and funding requirements of a local TMC. This committee will develop a process for resolving policy-level conflicts to ensure appropriate agency representation and voting strength that is compatible with each agency's financial commitment. The ITS Engineer Manager will consult with the Chief Engineer Office of Highways and Assistant Secretary Office of Operations in the event of critical policy-level conflicts.

     c. A regional TMC Operations Committee will be established drawing on DOTD District and local government participation in a TMC environment, which will typically involve the following personnel.

         o TMC Facility Administrator (Chair)

         o DOTD District Traffic Operations Engineer

         o Local Government Agency ITS/Traffic Engineer

         o Participating Agency Representative (e.g. Police, Sheriff, Fire, EMS, Public Safety)

Its responsibilities will be to identify and direct operational responsibilities of participating agencies in the TMC, resolve basic conflicts that do not require policy or executive level intervention, and oversee operational functions and integration maturity of the regional TMC.

8. Fund and operate one or more state seats in urban TMCs where it is demonstrated to be in the best interest of sustaining a centralized TMC concept of operations.

9. Maintain devices and systems required for the sustained operation of ITS on freeways and state-owned highways. Maintenance will be by in-house personnel, city-state agreement, and/or contract with private firms.

10. Develop a regional and centralized TMC concept of operations based on the following principles.

    a. Typical urban TMC operational functions will include traffic and incident management and will involve local traffic management, emergency response, and law enforcement agencies along with DOTD District and State Police Troop representation. The rural TMC operation will be performed by the state agencies of DOTD and State Police.

    b. Agency involvement and responsibility in both a rural and urban TMC will vary depending on primary and support responsibilities assigned by each function. The following table relates agency responsibility to typical functions performed for rural and urban ITS applications.

ITS Operations & Traffic Management Center Agency Responsibility Chart

ITS Component — State, Federal or Local Agency	Planning & Design	Deployment	Systems Integration	Architecture & Standards Development	Rural ITS Functions (Performed by HQ TMC)	Road Weather Information (RWIS)	Advanced Traveler Information (ATIS)	Commercial Vehicle Information Network (CVISN)	Emergency Management	Incident Management	Urban ITS Functions (Performed by Local/District TMCs)	Advanced Traffic Management (ATMS - Freeways)	Advanced Traffic Management (ATMS - Arterials)	Motorist Assistance Patrols (MAP)	Incident Management	Systems Maintenance	Field Maintenance	TMC Facility Operations and Maintenance
Engineering Functions						**Management, Operations & Maintenance Functions**												
DOTD HQ ITS Unit	S	P	P	P		S	P	P	S	S		S		P		P		
DOTD Districts	S	S	S	S		S	S			S		P	S		S		P	S
DPS/OSP Troops						P	S	S	S	P					P			
LOEP HQ						S	S		P	S								
MPOs	P	S												S				S
Local Traffic Agencies	S	S	S	S			S		S	S		S	P		S	S		
Local Law Enforcement									S	S					S	S		
TMC Operations Committee																		P
FHWA	S	S	S	S										S				S

P = Primary Responsibility

S = Support Responsibility

Approved:

_____
Kam K. Movassaghi, Ph.D., P.E.
Secretary

3-28-01
_____
Date