
Pre-Scope Documentation

Purpose and Need

The scope writer shall determine the purpose and need of the project. This may require discussions with local stakeholders, other DOTD staff and FHWA.

Project Limitations

The scope writer shall note any project limitations such as time, money, utilities, ROW, construction methods etc.

Site Visit

The scope writer (Traffic Engineering Management Task Manager) shall make a site visit to the study area during the peak hours and any other hours of concern. This visit shall be coordinated with the District Traffic Operations Engineer. The purpose of this site visit is to take note of any schools or any other traffic generators whose peaks may take place outside of the regular peak hours. Also, to note any queuing to assist in determining the study limits and any project limitations.

Tool Selection

The scope writer shall document the tool selection for this project. This document shall consider the following:

- Will multiple tools be needed
- Is there uninterrupted or interrupted flow
- Saturated conditions expected and where
- The purpose of the project and how the tool selection will be used
- Any special geometric situation
- The Degree of Diversion expected
- The project limitations such as time, money, alternatives and the study area

Scope Checklist

Count maps

Maps clearly labeling the count locations and the count types