

# **Orleans County Sign Inventory Program**

## **Scope of Work**

### **A. Objective**

To collect field information on all road signs owned by Orleans County, review the inventory to see if it meets current design and safety standards, then organize and categorize the inventory in a prioritized order. The collected field information is intended to be used to prepare a report on the condition of signs and to provide a systematic programming tool for replacing or upgrading the inventory to meet the latest standards. All information will be uploaded and tracked using the County's Cartegraph management system and mobile web based GPS unit.

### **B. Background**

The study area will encompass 200 miles of County owned / maintained roads. Orleans County has limited data or knowledge of our infrastructure, how many, what type, age and distances, with no written or formal data of any kind. Most of the signage was placed over 20 – 30 years ago and is in need of inspection or replacement as per the Retroreflective compliance.

### **C. Tasks**

1. Field inspection, survey and data collection, including video clips and photos
2. Generate existing inventory database
3. Documentation of all progressive design standards pertaining to the inventory
4. Review of existing inventory to current standards
5. Prioritized listing for replacement of existing signs, obsolete sign removal, sign upgrades, and new signs at existing locations if warranted.
6. Upload Inventory into County's Cartegraph Operations Management System and mobile GPS unit

### **D. Products**

This project will generate a sign inventory with field inspections to verify code compliance, develop a database of information including photos and video. Plus create a mobile database for field updates of inventory and planned replacement, removal, or upgrades of existing signage. A summary report will be prepared with copies for review and distribution as needed.

### **E. Public Participation Plan**

Per the GTC public participation plan no public input is required for data collection.

## F. Schedule

Start date is anticipated in September 2016 with completion in mid to late summer of 2017

## G. Project Budget

Sources of Funds		Uses of Funds	
	<u>FY 2016-17</u>		<u>FY 2016-17</u>
<u>Federal Funds</u>		<u>GTC</u>	
FHWA	\$45,000	Staff	\$0
FTA	0	Contractual	0
Subtotal	\$45,000	Subtotal	\$0
<u>Matching</u>		<u>Other</u>	
<u>Funds</u>		<u>Agency</u>	
State (In-kind)	\$0	Staff	\$0
Local (In-kind)	0	Contractual	50,000
Local (Cash)	5,000	In-kind Exp.	0
Subtotal	\$0	Subtotal	\$50,000
<u>Total</u>	<u>\$50,000</u>	<u>Total</u>	<u>\$50,000</u>