

1. **EXECUTIVE SUMMARY**

This Transport Management Plan is in reference to the proposed construction of a bypass in [COMPLETE LOCATION]. The bypass will run along from the [STARTING POINT] up to [ENDING POINT], covering a significant total [N] miles from [CITY] into the neighboring city. The project has been approved by the [CITY] government and the [COUNTY] local unit and will be spearheaded by [NAME OF CONSTRUCTION COMPANY], the official project contractor in coordination with the city transportation department. This plan will contain all key information regarding the bypass project and the transport management strategies to be employed by the personnel working within the scope of the project.

1. **PROJECT DESCRIPTION**

The project is the construction of a bypass along [STREET ADDRESS], [N] miles from the city's main highway. There have been constant complaints over the years regarding the traffic congestion along [MAIN ROAD NAME] connecting [CITY] to [CITY 2] and the local and city governments have determined that the most viable solution to the problem is the bypass that will allow for a more manageable traffic flow in the future. Consultation has also been made with the residents living in or near the proposed bypass area and most have been cooperative with the effort to improve the city's traffic conditions.

The study area considered for analysis and planning is bounded by [LIST STREETS, ROADS, AND OTHER WAYS THAT FORM THE BOUNDARIES OF THE PROJECT]. Although focused on a low-capacity zone, the project is seen to have a significant impact on the overall traffic in the project area within the given project period since one of the project area boundaries is a high-capacity urban road. As per the transportation department, this transport management plan must have complete details and comprehensive strategies on 1) Temporary Traffic Control; 2) Transportation Operations, and; 3) Public Information and Outreach.

[INSERT ROADMAP HERE]

|  |
| --- |
| **Tentative Project Schedule** |
| **Month 1** | **Month 2** | **Month 3** |
| Start of Phase 1 | End of Phase 1 | Start of Phase 3 by the 1st Week |
|  | Start of Phase 2 by the 2nd Week | Continue Phase 2 |
|  |  | Start Phase 4 by the 4th Week |

1. **TRANSPORT MANAGEMENT TEAM**

This section contains the names of all key personnel and authorized persons working on the transportation management aspect of this project. All respective responsibilities and contact details of each person are also included.

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| **GENERAL TRANSPORT MANAGEMENT TEAM** |
| **ROLE** | **RESPONSIBILITIES** | **NAME AND CONTACT DETAILS** |
| Project Manager | Performs quality control and assurance of work zone policies for general consistencyEnsures compliance with the project documents, policies, and guidelines | [PROVIDE COMPLETE NAME, MOBILE AND TELEPHONE NUMBERS, AND EMAIL ADDRESS] |
| Overall Plan Manager | Coordinates the implementation of the planProvides inputs on the overall progress of the project |  |
| Plan Manager - Traffic | Coordinates the implementation of the traffic control strategies under the planEnsures consistency of the traffic control plan with the overall transport management planProvides inputs on the progress of the traffic control strategy implementation |  |
| Plan Manager - Monitoring | Coordinates the implementation of operation control procedures and monitors the project's overall progress in reference to this planProvides inputs on the progress of the operation control implementation |  |
| Plan Manager - Contractor | Coordinates the implementation of contractor-centered procedures and guidelines in reference to the project and this planProvides inputs on the progress of contractor compliance regarding the procedures and guidelines in reference to this plan |  |
| **TRANSPORT MANAGEMENT PLAN APPROVAL** |
| [TRANSPORTATION DEPARTMENT] Chief Engineer/Deputy Chief Engineer | Reviews and approves this plan |  |
| **IMPLEMENTATION TASK FORCE** |
| Plan Monitoring | Conducts scheduled inspections (Windshield surveys, site visits, etc.) within the project period to assess the implementation of plan strategiesConducts regular reviews and evaluations on traffic operations and safety conditionsCoordinates with the plan management personnel |  |
| Communication Specialist (PIO) | Provides regular public-awareness updates on the project work zone |  |
| [TRANSPORTATION DEPARTMENT] Press Officer |  |
| **STAKEHOLDERS** |
| [LIST ALL STAKEHOLDERS] | Must be consulted and coordinated with as the project progressesMust be informed of all matters regarding the projectProvides inputs on the issues within the area  |  |
| **EMERGENCY SERVICES** |
| [POLICE DEPARTMENT] | Provides active and passive law enforcement for safety and mobility during the projectDetermines unsafe conditions |  |
| [FIRE DEPARTMENT]  | Coordinate in responding to emergencies in and around the project zones |  |
| [MEDICAL EMERGENCY SERVICES] |  |

1. **EXISTING CONDITIONS**

Below is a summary of the roadways affected by the construction project:

|  |  |
| --- | --- |
|  | [MAIN ROAD NAME] |
| Road Type | 4 lane arterial road |
| Existing Lane Configuration | 2 lanes Northbound2 lanes Southbound |
| Proposed Lane Configuration | NA |
| Average Daily Traffic | 0.0 |
| % Commercial | 0.0% |
| Expected % Diversion | 0.0% |
| Peak Hour Volume (PHV) | 0.0 |
| PHV Level of Service | [SPECIFY] |

1. **OPERATIONAL ANALYSIS RESULTS**

The results of the recently concluded traffic operational analysis conducted by [SPECIFY] will be shown in the following subsections. These data and information were used to formulate the strategies for the transport management aspect of the bypass project.

* 1. **Safety Analysis**

Using the [TRANSPORT MANAGEMENT SYSTEM] database, the project proponents conducted a Crash Analysis and Safety Review from [DATE] to [DATE] within the proposed project work zone. Below is the summary of crash incidents within the work zone:

|  |  |  |  |
| --- | --- | --- | --- |
| **Crash Type** | **Crash Count** | **Percentage** | **Likelihood of Recurrence** |
| Fixed Object | 0.0 | 0.0% | 0.0% |
| Rear-end |  |  |  |
| Animal |  |  |  |
| [ADD OTHERS] |  |  |  |

* 1. **Traffic Analysis**

The analysis used a software in modeling the overall traffic conditions of the project work zone, including traffic delay, user cost, construction cost, and maintenance charts. Level of service (LOS) charts were acquired from [SOURCE]. The data provided hourly count reports for traffic data analysis. Vehicle delay, V/C ratio, LOS, and maximum backup length were considered in measuring the effectiveness of the proposed traffic control alternatives. Below is the summary of the measures of effectiveness for existing and proposed traffic conditions in the project area:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Hourly Capacity** | **PHV** | **PHV V/C** | **PHV LOS** | **Average Delay** | **Peak Hour Delay** | **Maximum Backup Length (Miles)** |
| Main Road | E: 0.0P: 0.0 | E:P: | E:P: | E:P: | E:P: | E:P: | E:P: |
| Dirt Road |  |  |  |  |  |  |  |

Legend: E = Existing P = Proposed

1. **TRANSPORT MANAGEMENT STRATEGIES**

The purpose of the strategies written in this plan is to provide mobility and access in and around the project work zone without compromising public safety. This plan has three main categories of strategies which will be discussed in the following subsections.

* 1. **Temporary Traffic Control Strategies**
		1. **Proposed Traffic Control Scheme**
1. The dirt road will be temporarily closed within the project duration since the bypass will be constructed in that specific area. All traffic directing to the dirt road will be rerouted to the main road for the meantime, which means that southbound traffic in the next [N] months will increase especially during peak hours.
2. In order to shorten the period of increased southbound traffic within the project duration, part-width construction will be used. In constructing the bypass, the southbound lane will be made the first priority. The target date for the completion of the bypass southbound lane is sometime in the middle of the whole project period. After the completion of the southbound lane on the bypass, traffic will then be divided between the bypass and the main road's southbound lanes.
3. A temporary road closure sign will be placed at the entryway of the dirt road. Other signage’s and pavement markings needed to ensure non-entry through the dirt road are for approval by the transportation department as of this writing.
4. Exceptions to the non-entry policy for the dirt road will be residents living and business owners operating in and near the affected project work zone.
5. Additionally, since traffic conditions at night and during Sundays are expected to be less congested than usual, average work hours on the bypass construction will be increased by 3 to 5 hours to ensure that the project's pacing will meet or exceed timeline expectations.
	* 1. **General Measures:** The following measures will be observed and implemented in order to maximize the safety in and around the project work zone and to minimize the impact on user access and mobility:
6. All transport management group leaders will conduct and initiate a plan review meeting for the project. All matters and concerns regarding temporary traffic control must be highlighted, as this will determine if the project will be able to follow through its proposed timeline or if it will need to be extended.
7. The contractor will provide sufficient lateral and longitudinal buffers during active work times for user mobility and work safety.
8. The contractor will provide positive separation between the traffic from the main road and the actual work area using temporary barriers made of [MATERIAL].
9. [ADD MORE AS NEEDED]

All other special traffic provisions applicable to the project are found in Annex [SPECIFY].

* 1. **Transportation Operations Strategies:** Operation and management of the project area will be governed by the following strategies:
		1. **Dirt Road Operations.**
1. 'NO ENTRY' signs will be placed at the entryways, one at the residential zone and one for the main road near the previous [NAME] intersection.
2. 'HEAVY TRAFFIC AHEAD/DIRT ROAD CLOSED' custom alternating signs will be placed [N] miles from the main road entryway to the bypass to warn oncoming motorists. These signs will be placed on both sides of the roadway.
3. After completion of the southbound lane of the bypass, the 'HEAVY TRAFFIC AHEAD/DIRT ROAD CLOSED' sign will be replaced with 'BYPASS CONSTRUCTION ONGOING/SOUTHBOUND ENTRY ONLY.' Two on-site personnel will also be assigned to man the sign near the entryway so that the motorists can double check whether they can go through the bypass. The personnel will also be assigned to regulate the traffic coming into the bypass southbound lane.
4. Portable changeable message signs will also be needed for the on-site workers to regularly update their warnings on upcoming construction work that may potentially affect overall traffic conditions within the project period. These portable signs will be placed in locations where they are visible to the public.
5. [ADD MORE AS NEEDED]
	* 1. **Main Road Traffic Operations**
6. Heavier traffic is expected from Monday until Saturday. All four lanes must be open for traffic.
7. During peak hours, the automated traffic control system will be switched off. Traffic enforcers will stand in place to manage and control the traffic. This is to avoid further congestion in the central and accident-prone areas of the main roadway.
8. Road line [N] miles from the main road entryway to the dirt road will be temporarily painted to delineate the area of non-entry on the dirt road.
9. [ADD MORE AS NEEDED]
	* 1. **Incident Management**
10. Permanent emergency routes signs along the main road must be installed prior to the start of the project to provide guidance to motorists in case of any traffic incident.
11. Emergency vehicles must be made accessible at all times by the [EMERGENCY SERVICES DEPARTMENT].
12. Temporary road closures needed as a result of a major road incident will be determined by the traffic control officer assigned on the project at the time.
13. [ADD MORE AS NEEDED]
	1. **Public Information and Outreach Strategies:** The stakeholders and the general public will be informed regarding the project through these strategies:
14. The transportation department press officer (TDPO) will be assigned to issue an official press release prior to the commencement of the project. The press release must contain important details about the project including the project type, duration, possible impacts on traffic, and a summary of traffic control measures to be observed all throughout the project duration.
15. The PIO communication specialist (PIOCS) will coordinate with the TDPO in circulating a brochure containing digested information found in the press release upon the commencement of the project.
16. The transportation website and social media networks must provide hourly updates on the traffic situation in the area.
17. The portable changeable message signs must be used correctly by on-site workers in a timely fashion. Irrelevant material posted on the signs, which can potentially affect the concentration of motorists while in transit, will subject the on-site workers to appropriate applicable penalties. The signs must be installed and kept operational at all times.
18. **PLAN IMPLEMENTATION AND MONITORING**

In compliance with [APPLICABLE CODE OR LAW], project activity monitoring in the work zone will be performed and completed by the traffic and safety engineer. Upon the implementation of this transport management plan, all traffic delay monitoring, analysis, and documentation will be required throughout the project duration. In the event of work zone incidents, proper documentation and analysis procedures must be observed and conducted. This is to ensure that crash numbers will not increase due to ongoing construction. If eventual work zone monitoring indicates that actual delay times exceed the expected maximum limits or incident numbers have increased prior to project commencement, the authors will need to discuss and make necessary adjustments to the traffic operations aspect of this plan.

1. **TRANSPORT MANAGEMENT PLAN BUDGET**

[Provide Details on the budget]

1. **PLAN REVIEW AND APPROVALS**

In compliance with [APPLICABLE CODE OR LAW], the only person to review and approve this transport management plan prior to implementation is the designated [TRANSPORTATION DEPARTMENT] Chief Engineer/Deputy Chief Engineer.

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| --- | --- | --- | --- |
| **Revision No.** | **Name & Signature** | **Date** | **Remarks** |
| 1 |  |  |  |
| 2 |  |  |  |

