

ENGINEERING DIRECTIVE

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CHIEF ENGINEER

Traffic and Safety Engineering **25% Design Submission Guidelines**

General

Effective immediately, the Massachusetts Department of Transportation (MassDOT) has formally adopted the revised Traffic and Safety Engineering 25% Design Submission Guidelines which supersedes the January 6, 2004 version. The purpose of this document is to provide guidance for the preparation of the Functional Design Report (FDR) and Traffic and Safety Engineering design elements related to the 25% Design Submission. These Guidelines supplement information in Chapter 2: Project Development of the MassDOT *Project Development and Design Guide*.

As stated in the *Project Development and Design Guide*, and so adopted by MassDOT, the Guidelines apply when:

1. MassDOT is the project proponent, or
2. MassDOT is responsible for project funding (state or federal aid projects), or
3. MassDOT controls the affected infrastructure (State Highway).

New Design Projects

For design projects initiated after February 28, 2011, the Traffic and Safety Engineering 25% Design Submission Guidelines shall be used for the preparation of the FDR and related design for the above noted conditions.

Active Design Projects

For active design projects that have not been submitted for review at the 25% design stage as of March 1, 2011, the Traffic and Safety Engineering 25% Design Submission Guidelines should be used for the preparation of the FDR and related design for the above noted conditions. For active design projects that have progressed beyond the 25% design submission as of March 1, 2011, the Traffic and Safety Engineering 25% Design Submission Guidelines may be used for the preparation of the FDR and related design, at the discretion of the project proponent. In either case, all additional costs associated with using the Guidelines shall be borne solely by the project proponent (the entity responsible for funding the design phase services.)

Distribution and Availability

The State Traffic Engineer is responsible for ensuring that the Traffic and Safety Engineering 25% Design Submission Guidelines are distributed to all design and review staff at the MassDOT Highway Division. Other interested parties may download the Guidelines from mass.gov.