

# TIMP CHECKLIST

DATE:

A Traffic Incident Management Plan (TIMP) includes, but is not limited to, the following topics on the checklist. The TIMP Checklist is intended to be used in conjunction with each TIM meeting. TIM meetings are to be held before construction work begins (scheduled by District TSMO Coordinator, or designee) and again before each phase change (scheduled by the Project Engineer). All TIM meetings will be led by, with documentation prepared and distributed by, the District TSMO Coordinator, or designee.

PROJECT INFORMATION:			
PJN:		Project Name (C-R-S):	
PID:		Begin (MM/Cross Street):	
Est. Completion Date:		End (MM/Cross Street):	

Place an "X" in the "DONE?" column once the topic has been fully considered and addressed. Document any resulting notes or comments in the "NOTES/COMMENTS" column. Refer to any documentation prepared outside of this checklist (e.g., IM ingress/egress schematic,

DONE?	TOPIC TO CONSIDER/ADDRESS AND TO BE DOCUMENTED	NOTES/COMMENTS
	Adequate advance warning available for drivers on the route(s)?	
	Adequate advance notice and traveler information disseminated?	
	Identify/document traffic incident management (TIM) staging area(s) within or near the construction zone.	
	Identify/document available TIM ingress/egress points. <ul style="list-style-type: none"> <li>➤ <i>Reminder: Any ingress/egress that is proposed to break the L/A on a limited access highway shall be processed as stipulated in the Location &amp; Design Manual Volume 1, Sections 801.2.6 and 801.2.7.</i></li> </ul>	
	Identify/document sensitive areas to avoid detouring traffic (e.g., schools, hospitals, etc).	
	Develop/document alternate route plans specific to the project area for detouring of traffic to routes that can accommodate the demands. Include consideration of methods to remove accumulated traffic on the impacted roadway from areas between an incident location and the last available alternate route path. <ul style="list-style-type: none"> <li>➤ <i>Reminder: Consult the ODOT Playbook for some available options when developing the specific alternate route plan for the project.</i></li> </ul>	
	Freeway Service Patrol Consideration & Coordination: <ul style="list-style-type: none"> <li>• Route within existing coverage area?</li> <li>• If not, is an expansion or rerouting of FSP coverage area appropriate and feasible?</li> <li>• Document FSP coverage days and hours, if applicable.</li> </ul>	
	Incorporate applicable lessons learned in similar zones, prior phases or during prior After Action Reviews into the Traffic Incident Management Plan (TIMP) currently being developed.	
	Consider and address any additional specific responder concerns regarding TIM.	
	Consider and address any additional specific Department concerns regarding TIM.	
	Consider and address any additional specific contractor concerns regarding TIM.	
	Prepare a TIM Roster (emergency contacts, response personnel and Contractor TIM Contacts) – TEM Form 696-7	
POST TIM MEETING		
	Resulting information above to be documented and distributed to all involved parties after each TIM meeting. This distributed documentation will serve as the TIMP plan for that given point in construction until the next TIM meeting.	Date Distributed: