

TRAFFIC SURVEY REQUEST

INSTRUCTIONS: Complete and return Traffic Survey Request form to MDOT-TrafficSurveyRequests@Michigan.gov, Michigan Department of Transportation, Bureau of Transportation Planning, Data Collection Section, 425 W. Ottawa Street, P.O. Box 30050, Lansing, MI 48909 or by Clicking the "Submit" button at the bottom of the page. Microsoft Edge or Internet Explorer must be used to submit this form. All fields outlined in Red must be filled in before the request can be submitted. **Please read instructions on Page 2.**

LOCATION (*Site map must be submitted with request*)

DATE SUBMITTED	DUE DATE
DATE REQUEST RECEIVED (<i>Office use only</i>)	
STUDY NUMBER (<i>Office use only</i>)	
CONTROL SECTION	CS MILE POINT
PR-NO - LRS ID	PR MILE POINT
LATITUDE	
LONGITUDE	

<p>24 hour vehicle volumes on each of the legs</p> <p>48 hours vehicle volumes on each of the legs</p>	<p>Gap Study on _____</p>		
<p>8 hour manual vehicle turning movements 7 a.m. to 9 a.m. 11 a.m. to 1 p.m. 2 p.m. to 6 p.m.</p> <p>All TM's will be 3 Bin classified count unless specified.</p> <p>8 hour manual pedestrian movements Separate school children from adult</p> <p>Notify Region Traffic and Safety Engineer of date survey is to be taken</p>	<p>Delay Study on _____</p> <p>5-Minute Interval Method</p> <p>Note Time and extent of backups</p>		
FULL NAME OF REQUESTOR			
PHONE NUMBER			
E-MAIL ADDRESS	PROGRAM	PHASE	ACTIVITY

SPECIAL NOTES (Corridor Studies of No more than 10 requests due at one time. For Special Requests such as studies being done on weekends, special hours, special counts, etc., contact the staff listed on the instructions page prior to submitting this form.)

NAME AND E-MAIL OF PERSON OR PERSONS TO BE NOTIFIED AFTER STUDY IS COMPLETED

FREQUENTLY ASKED QUESTIONS FORM 1776 TRAFFIC SURVEY REQUEST

Microsoft Edge or Internet Explorer must be used to submit this form.

- Date Submitted: will be **MM/DD/YYYY**.
- Due Date: Expected date of delivery (**MUST BE A MINIMUM OF 45 DAYS OUT**).
- Date Request Received: **LEAVE BLANK** (for office use).
- Study Number: **LEAVE BLANK** (for office use).
- **Control Section: Must be filled in.**
- **PR/LRS Point: Must be filled in** – for intersection requested.
- **Latitude and Longitude for intersection: Must be filled in.**
- **Location:** List the **Primary** and **Secondary** Street/Road, **City/Township** and County.
- Include a Google map of intersection requested.
- If a **GAP Study** is needed fill in the name of the road/street.
 - Staff collect a 3 Bin classification – specify in the **Special Notes Block** if you require something different.
 - A 24-hour vehicle volume count will be conducted on all legs of the Survey conducted OR 48-hour vehicle volume count will be conducted.
 - Staff will conduct an 8-hour manual count from 7am-9am, 11 am-1pm, and 2pm-6pm, unless specified otherwise. If special times are needed and/or dates for any portion of the study, that should be specified in the **Special Notes Block**.
 - If a **Pedestrian Study** is needed check the box and specify if **Adults and Children** are to be separated. An 8-hour pedestrian study will be conducted during the specific times.
 - A Site Diagram will be drawn by the staff member conducting the study.
- Enter the **Program, Phase, and Activity codes**. In JobNet the Program Number is called Job Number
- Enter your FULL name and contact information, including email address and provide any other person who needs to be notified about this Survey.
- Special Notes:
 - Corridor Studies of No more than 10 requests due at one time.
 - For Special Requests such as studies being done on weekends, special hours, special counts, etc., contact the staff listed below prior to submitting this form.

ALL FIELDS **OUTLINED IN RED** ON THE FIRST PAGE MUST BE FILLED IN BEFORE THE REQUEST CAN BE SUBMITTED.

If you have any questions about the 1776 Request, please contact Nate Bates at 517-242-5780 or Frank Benavidez at 517-719-8506.