

1. Why was the standard changed to include Project limits within 500 feet of the railroad right of way vs railroad right of way within project limits?

Projects with Railroad right of way (ROW) within 500 feet of the project limits is used to determine if temporary traffic control or crossings outside of the project limits can be impacted by the project. This will also remind district design staff to coordinate with the district railroad coordinator to assist in determining if further railroad coordination is needed or not.

2. My project is within 50 feet of railroad right of way but does not extend onto Railroad ROW, such as working on a parallel road, working on bridge structures next to the railroad right of way. Do I need a scope of work sheet, etc.?

Yes, you need a scope of work sheet to include Railroad General Insurance limits, as the contractor's general insurance is void when any work occurs within 50 feet of the railroad right of way. However no railroad agreement, contractor right of entry agreement, flagging or railroad protective liability insurance is needed. The Scope of work sheet will include the Railroad crossing Emergency Notification Information in Block 9 of Scope of Work Sheet.

3. If item 1 or 2 apply, what do I do next?

- a. DCIS railroad coordination set to "yes"
- b. Request the District Railroad Coordinator to review plans and ask for railroad or Rail Division input as needed:
 - i. Does Temporary traffic control extend over or past the railroad crossing?
 - ii. Is there a traffic signal that is interconnected with the railroad crossing?
 - iii. Will the project be installing any structures on or near the railroad right of way?
 - iii. Is there the potential of equipment or personnel working on or near the railroad right of way, or if equipment tips, would it fall onto railroad right of way?
- c. Railroad Coordinator to contact Rail Division for an agreement or notice.
- d. District to certify project "Agreement Executed- Work Prior to Construction" once agreement or notice is issued.
- e. If work is within 50 feet of railroad right of way but wholly outside,
 - i. Rail Division to provide notice only to railroad
District to provide scope of work sheet and certify project "Agreement Executed- Work Prior to Construction" once Rail Division issues notice. "

4. After reviewing the project, we have determined that item 1 and 2 do not apply. What do I do now?

If the project does not meet Item 1 or 2, DCIS may be changed to Railroad Coordination = NO , no further coordination is needed and the District certifies the project as "No Railroad Work"

5. What is the need for DCIS Railroad Coordination = "Yes"

Rail Division is using DCIS to search of this item to confirm we are aware of potential railroad clearances needed, and that the proper scope of work and coordination is done. This is also

used to remind the District TDP/ Designer to coordinate with the Railroad Coordinator on the project.

6. What is the difference between a Railroad Agreement and a Maintenance Notice letter? And how long will each take?

An Agreement is a **contract** that requires the signature authority of the railroad and of TxDOT. A Maintenance Notice Letter is a **letter** that requires only the signature of TxDOT. Both documents meet the requirement to coordinate with the affected railroad on the project.

Rail Division has streamlined the approval process for typical maintenance projects, such as seal coat work, pavement milling and overlay, bridge inspection and replacement of bridge rails, etc. These will be cleared by a TxDOT-signed Maintenance Notice Only letter If all of the following conditions are met:

1. The road is not widened
2. Railroad will not be reimbursed directly by TxDOT for the project, and
3. Railroad has agreed to the process. The Union Pacific Railroad, BNSF Railway and KCS Railway have agreed to this process.

This coordination process can be finished the same week the District notifies Rail Division of the project, and a railroad certification signed to that effect.

Smaller railroads may still require a signed simple agreement for maintenance projects to cover the cost of railroad flagging. This may take 2-4 weeks for the railroad to sign the agreement and return it to Rail Division.

A signed agreement (contract) is required any time TxDOT will directly reimburse the railroad for any work, or when the physical size or configuration of the crossing is being changed. Examples include: shoulder widening; adding traffic lanes; concrete curbs or sidewalks; bridge deck replacement, installing pipes, culverts, or wirelines under (and, depending on the railroad,) perpendicular to the railroad tracks.

A guideline and typical timeline for each type of agreement is covered in the Rail Highway Operations manual Under Chapter 2, Construction Project Development.

http://onlinemanuals.txdot.gov/txdotmanuals/rho/construction_project_development.htm

7. Our District is clearing a site specific traffic signal project. How do I certify that project and what if we determine a railroad agreement is needed for railroad preemption or other work after the project is awarded?

The District may certify the project as “No Railroad Work”. However, as project locations are identified, and if that site will involve work within 50 feet of the railroad right of way and/or involve a traffic signal to be preempted by the railroad, please see the items above. No work order for the construction of the traffic signal should be executed until the appropriate railroad scope of work and/or railroad agreement has been completed and approved by Rail Division.

8. Where do I find information on how to fill out the Scope of Work sheet?

Information is located on the Rail Division website at:

<http://www.txdot.gov/inside-txdot/division/rail/requirements.html>

9. I am in the process of setting up the project in DCIS and preparing a budget. What are typical costs on a project and who pays for it?

The project typically will include a railroad force account to pay for all the railroad preliminary engineering, licensing fees and construction related activities. A spreadsheet broken out by phases is provided on the Rail Division TN Today website listed above

10. I still have questions on this process, whom do I contact?

We ask that District staff contact their District Railroad coordinator and then contact Rail Division staff. Rail Division is providing updated notices and information to the District Coordinators. Robert Travis, P.E., Rail Highway Section Director may be reached at 512-416-2635/ robert.travis@txdot.gov

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