



Montana Department of Transportation
PO Box 201001
Helena, MT 59620-1001

Memorandum

To: Distribution

From:  Duane E. Williams, P.E.
Traffic & Safety Bureau

 Paul Ferry, P.E.
Highways Engineer

Date: October 6, 2010

Subject: Sign Replacement to Maintain Minimum Sign Retroreflectivity & Sign Sheeting Policy

In accordance with the Manual on Uniform Traffic Control Devices (MUTCD), the department has committed to maintaining sign retroreflectivity using a combination of sign assessment and a sign management method. The sign sheeting policy has also been updated to ensure that the minimum sign retroreflectivity can be maintained.

The sign assessment will consist of maintenance doing nighttime inspections. The regulatory/warning signs and route marker assemblies that do not meet minimum retroreflectivity levels based on visual nighttime inspection would be replaced by maintenance. The guide signs and street name signs not meeting minimum retroreflectivity levels would be identified. The department may nominate district wide projects to replace the guide signs identified. Street name signs may be replaced by either maintenance or through a nominated project. The traffic section will work with the district traffic engineers to provide guidance and training for nighttime inspections. The traffic section will work with the district traffic engineers to establish a process for the identified guide signs and street name signs that need to be replaced.

The sign management will consist of the traffic section or district traffic engineers evaluating and replacing as deemed appropriate the sign faces and/or sign supports of all signs older than 5 years on pavement preservation (mill & fill and overlay) projects. This will need to be discussed in the PFR/SOW report under the Traffic Section. A statement that signs will be upgraded as deemed appropriate by the Traffic Section should suffice.

The pavement preservation flowchart has been modified to add an additional activity for signing. This new activity will notify the Signing Unit in the Traffic & Safety Bureau of the project once it is programmed and added to OPX-2. This will allow more time to

complete the necessary signing activities for these projects. On rehabilitation and reconstruction projects we are currently upgrading the signing so this will not change our process on those projects.

Language has been added to the nomination guidelines to reflect this change on pavement preservation projects.

The change on pavement preservation projects will go into effect for any new projects programmed after October 1, 2010. Projects for federal fiscal year 2011 or later that have already been programmed will be considered on a case-by-case basis as to whether signs will be replaced or not.

The sign sheeting policy has also been updated effective September 29, 2010. Projects that are to be let after January 1, 2011 will be changed to reflect the sign sheeting policy. For projects already submitted to contract plans and with a letting date after January 1, 2011 a special provision will be added to those projects to reflect the change in the sign sheeting. Projects that have not been submitted to contract plans will be updated to reflect the new policy.

If you have any questions, please contact Danielle Bolan at 444-7295.

DCB:Minsignretro

Cc: D.C. Bolan
Traffic section – Signing,
Sandy Stiffler
Ivan Ulberg
LeRoy Wosoba
Maintenance Chiefs
District Administrators
Jon Swartz
Paul Ferry
Area Engineers R.D.
DESS
OPX2 project managers.
Consultant Design
District Traffic Engineers
Harlan Davis
Lisa Durbin
Kevin Christensen
Jim Wingerter
Doug Wilmont
Marcee Allen
Suzy Price
Chris Clearman
Damian Krings