

Tidbit Tuesday

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Welcome to the first installment of Traffic Engineering's **Tidbit Tuesday**!

Our first Tidbit aims to minimize the confusion about technical memorandums in the Traffic Engineering Process and Report (TEPR) guidelines. In the past, technical memorandums that interpreted and summarized raw data were submitted throughout the project and then later incorporated into, or left out of, the Final Report.

The new guidelines still require an interpretation and summary of the raw data, but it is now submitted as part of the appendices. Since the deliverables are the appendices and chapters of the Final Report, they are submitted in full and must follow the scope and process. Partial appendices or chapters will not be accepted as a deliverable. Once the deliverable (appendix and/or chapter) is approved, it can no longer be changed and is part of the Final Report deliverable.

As always, the organization of the deliverables should be easy to follow and include all of the required items. Any documentation required for chapters, appendices and other data is provided online at http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Traffic_Engineering/Publications/Pages/Process%20and%20Report.aspx.

Thanks for reading!