Design Memorandum No. 2018.09

TO: All DPW Engineering and Construction Staff, and Consultants

THRU: Melody Park, PE
Chief Engineer
Department of Public Works

FROM: Mark H. Zwoyer, PE
Administrator – Engineering Design
Department of Public Works

RE: IndyGo Coordination

EFFECTIVE: Immediately

Preliminary Plans: Preliminary plans in areas with bus routes shall be submitted to the IndyGo Transit Planner for review and comment at the 30% Plans, or Stage 1 Design.

Final Plans: If transit oriented items are included with a project, Final Plans shall be submitted to the IndyGo Transit Planner for review and comment to IndyGo at 90% Plans, or Stage 3 Design. The submittal shall include:
- Any Technical Specifications related to transit oriented items
- A Maintenance of Transit Stop Plan
- ADA accessibility to transit stops

Construction: IndyGo’s Transit Planner shall be invited to the preconstruction
conference and received regular construction schedule updates. A two-week notice to the IndyGo Transit Planner regarding all closures and openings impacting transit stops is required.

**IndyGo Contact:** The IndyGo Transit Planner is Ryan Gallagher

- Phone: 317.614.9334
- Email: RGallagher@indygo.net

Anticipated turnaround time for IndyGo is two weeks.
Design Memorandum No. 2018.10

TO: All DPW Engineering and Construction Staff, and Consultants

THRU: Melody Park, PE
Chief Engineer
Department of Public Works

FROM: Mark H. Zwoyer, PE
Administrator – Engineering Design
Department of Public Works

RE: Resurfacing at Intersections

EFFECTIVE: Immediately

In addition to the other requirements, resurfacing limits shall include all intersection legs and limits shall extend to a point that ensures all detection loops and housings for signals within the project are replaced, turn lanes restriped, and crosswalk markings restored.