

## EXISTING ROADWAY CONDITION ASSESSMENT REPORT (ERCAR) SIGN INVENTORY PHOTO LOG GUIDELINES

- Refer to the **Sign Inventory Photo Log Template** for the sign inventory layout.
- Adjust size of the photo to fit in the layout square.
- Description of Sign Inventory Photo Log elements:
  - Sign Number: This is the number you assign it in the field. (Examples: NB-1, SB-1, Ramp-1). The number includes the direction of travel.
  - System: Turnpike Mainline, HEFT or SR 821, etc.
  - Milepost: XX.XX
  - Location: Mainline, On Ramp, Off Ramp
  - Date Stamp: If the date stamp is not visible, simply put “Not Visible” in the box.
  - Estimated Age: Estimate the age if date stamp is not available.
  - Structure Number: This is the number associated with the structure that holds the sign panel.
  - Side of Road: Left, Right, Median
  - Offset from EOT: Measured from edge of the mainline travel lane. State if the sign is behind a roadside barrier, if applicable. Indicate if it meets criteria and cite applicable criteria (FDM/TDH/AASHTO).
  - Sign Message: This includes arrows, shields, etc.
  - Panel Condition: Excellent, Good, Average, Fair, Poor
  - Sign Mount Type: Single Post, Multi Post, Cantilever, Truss Span, Bridge Mounted.
  - Retroreflectivity: Acceptable, Marginal, Below Standards
  - Illumination: Yes or No; If “Yes” then include number of luminaires.
  - Height from Existing Ground: X’-XX’. Indicate if it meets criteria and cite applicable criteria (FDM/TDH/MUTCD).
  - Design Criteria: What are the criteria? Example: Freeway size 48”x48” or N/A if it is not applicable. Include the Sign Code (Example: R1-1, W13-7P, etc.). Indicate if it meets identified criteria (FDM/TDH/MUTCD/TEM).
  - General Notes: Add anything you feel is pertinent. Reference body of ERCAR report if necessary.
  - Recommendation: What is the recommendation for the sign? Put “Leave as is” if there is no recommendation. Reference body of ERCAR report if necessary.
- Three (3) sign layouts should fit on one sheet.
- Number the pages and separate NB/SB/Ramps. Title each new section. Each ramp should have a new section.
- Provide a Summary Table, with the sign number, milepost, location, and whether the sign is recommended to be replaced or not.