Choose an item. **Region Railroad Coordinator Project ID:**

**Choose an item., Choose an item. office Title:**

**Phone: Choose an item. Email: Choose an item. Highway:**

**Meeting Date:** Click or tap to enter a date. **County:**

**PRE-CONSTRUCTION RAILROAD COORDINATION CHECKLIST**

1. Railroad Insurance

[ ]  Approved by the railroad?

1. Contractor Orientation/E-Rail Safe (if required)

[ ]  Contractors & Sub Contractors

1. PPE’s

[ ]  Vest

[ ]  Safety Glasses

[ ]  Safety Boots

[ ]  Hard Hats

1. Safety in Work Zone

[ ]  Railroad may shut the project down if rules are not followed

[ ]  Traffic Control issues near at-grade crossings

[ ]  Is there roadway flagging or lane shifts through the at-grade crossing?

[ ]  Will traffic (including construction traffic) back up over the at-grade crossing?

[ ]  Do not permanently obstruct RR vision triangles. Try to keep clear during construction.

1. Call Before You Dig

[ ]  The railroad is not part of Diggers Hotline

1. Railroad Flaggers

[ ]  Clearing of tracks (why early) (each flagger does it differently) keep their trust

[ ]  How many days is a railroad flagman needed

[ ]  Give minimum 24 hour notice if cancelling RR flagger otherwise will be charged for flagger

[ ]  Flaggers can’t extend the time beyond what is requested

[ ]  Cranes require flagging when the boom length measured toward the track is closer than 25’

[ ]  Flagging is needed until the forms are stripped from the parapets

1. What work is the railroad doing?

[ ]  Railroad signals

[ ]  Crossing surface

[ ]  Other miscellanies types: Track work, Communication line removal, Wayside railroad signals, Excavation/Clearing/Grubbing ditches or vision triangles

1. Schedule

[ ]  Inform Railroad of current construction schedule per specials provisions

[ ]  Estimated start and end dates for the project, detour and stages

[ ]  When do the railroad signals need to be operational by?

[ ]  When should the railroad work on the crossing surface?

1. Contractor Shop Drawings (Reference 107.17.1(6) and special provisions)

[ ]  Submit shop drawing to Railroad allowing enough time for review, objections and changes.

1. Permits

[ ]  Are railroad permits required for utility or highway appurtenance?

[ ]  Does the contractor need to complete the CN permit process so a flagging can be scheduled?

1. Survey

[ ]  Is staking needed for railroad signals or crossing surface (elevation/length)

1. Paving up to crossings (Utilize SDD in plan)

[ ]  Crossing Surface

[ ]  Sidewalks

[ ]  Curb & Gutter

[ ]  Railroad crossing pavement marking and signing

1. Plan changes involving the area near the Railroad

[ ]  Always contact RRC

[ ]  Don’t make changes to center median at an at-grade railroad crossing

1. Access issues

[ ]  Railroad needs access during their construction activities

[ ]  Contractors Right of Entry

[ ]  Temporary contractor crossing permit

1. Drainage and restoration on the railroad’s property

[ ]  Leave it better than when you got there.

[ ]  Keep the area near the railroad clear of debris and piles.

[ ]  Ensure that NO fine graded material (sand/topsoil) get place on top of the ballast or railroad ditches. This include through erosion. Keep the railroad flangways clean.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_