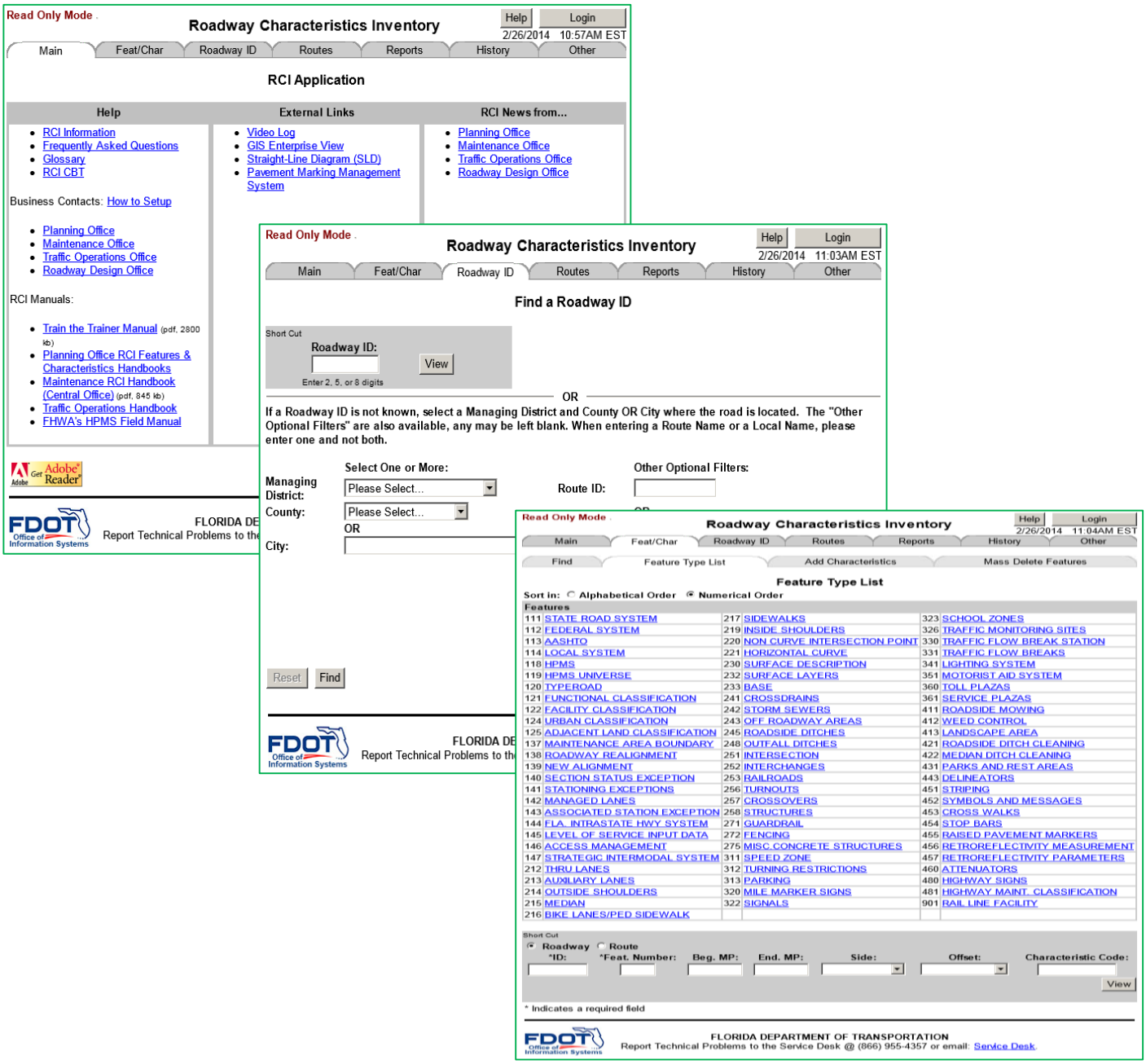
Florida Department of Transportation

RCI USER MANUAL

(How to use and update RCI data)



Roadway Characteristics Inventory

(General Interest Roadway Data Features and Characteristics)

Published MARCH 2014

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Suggestions and Errata

The Transportation Statistics Office desires that the March 2014 RCI User Manual be as useful as possible to those working with the Roadway Characteristics Inventory. Your suggestions for improvement, desired additions, and notice of errors or omissions are welcome. Please send any comments to:

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RCI TABS OVERVIEW

The purpose of this manual is to provide you with process steps for completing tasks and to provide general information about the Roadway Characteristics Inventory (RCI) database. The RCI database supports the business processes for the identification, collection, storage, and retrieval of roadway information. A multitude of applications throughout the Department use RCI data.

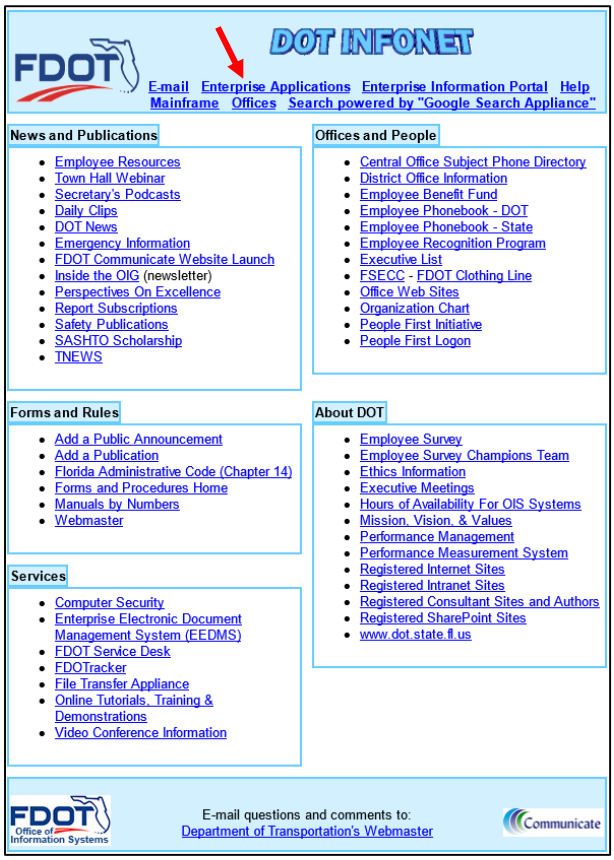
Navigating and understanding the RCI database is a learning process. Please take the time to explore and become familiar with its functions.

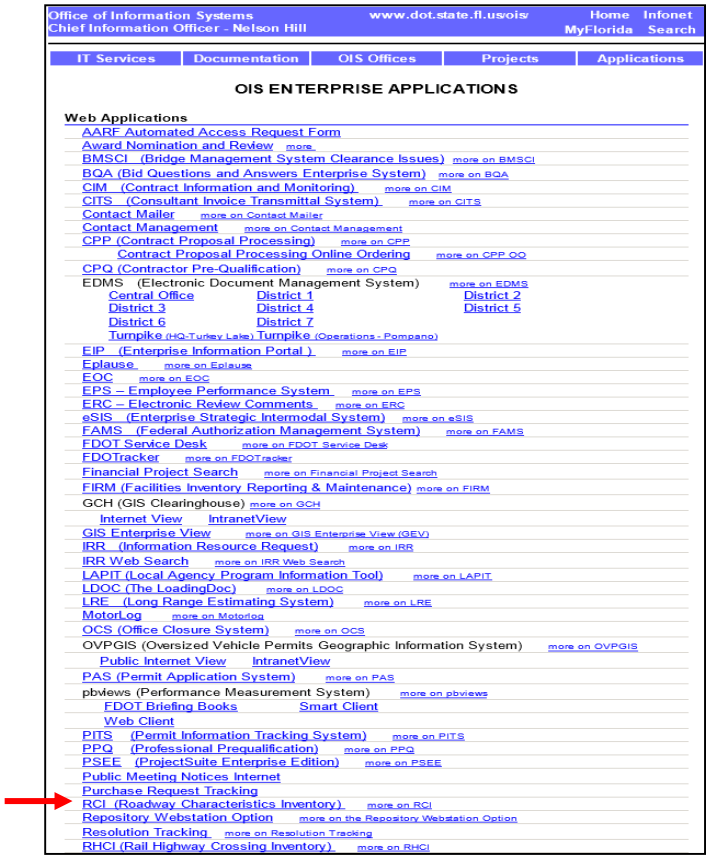
Accessing RCI

Use this link, http://webapp01.dot.state.fl.us/RoadwayCharacteristicsInventory/, or follow the directions below.

Navigate to FDOT's Infonet site (http://infonet.dot.state.fl.us/).

Click **Enterprise Applications** then.....Click **RCI (Roadway Characteristics Inventory)**.

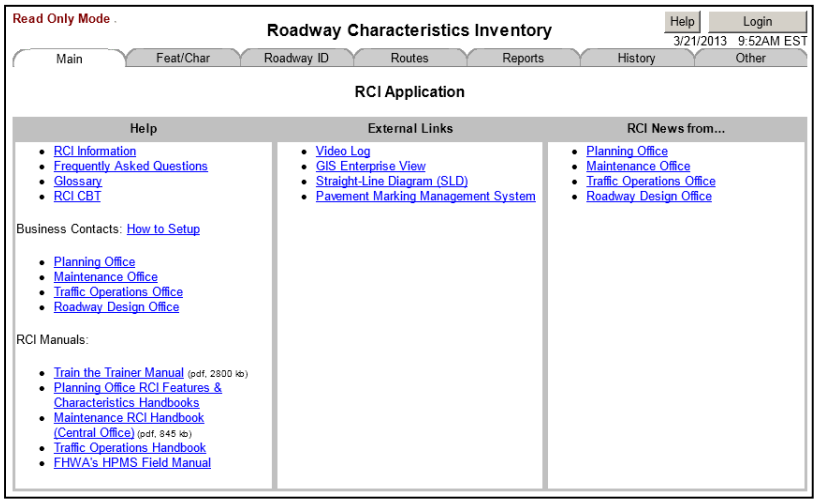




NOTE: Users can create a bookmark for the page to the right.

Upon accessing the RCI application, you are in read only mode. This means you cannot update any RCI data, however, you can run reports.

In order to update data, you must click **Login** in the top right corner. This requires a user ID, password, and resource access control facility (RACF) authority.



RCI Tabs Overview

RCI opens with a primary screen presenting seven option tabs, each leading to a different function of the program. This manual will cover each tab in detail as it relates to basic RCI general interest functions. The seven tabs are:

- Main
- Feat/Char
- Roadway ID
- Routes
- Reports
- History
- Other

NOTE: Throughout the application, tabs do not save roadway ID numbers or selected information only sub-tabs retain data.

If you login and have RACF authority, then text boxes and dropdown menus activate. Otherwise, data is read only and editing options are disabled.

Main Tab

The **Main** tab is RCI's primary screen. This tab contains links to handbooks, manuals, web applications, and offices under three heading categories:

- Help
- External Links
- RCI News from…

Feat/Char Tab (Features and Characteristics)

The **Feat/Char** tab provides two methods to find feature/characteristics data. Its sub-tabs are:

- Find
- Feature Type List
- Add Characteristics
- Mass Delete Features

Roadway ID Tab

The **Roadway ID** tab offers search criteria for finding roadway IDs. Its sub-tabs are:

- Find
- Feature Data
- Route List
- Detail

Routes Tab

The **Routes** tab helps find a route by searching its route ID, route type, county, or name. It has no sub-tabs.

Reports Tab

The **Reports** tab allows you to generate reports. You do not need to be logged in to run reports. Its sub-tabs are:

- Standard
- Historical
- User – no longer supported
- Ad Hoc – no longer supported

History Tab

The **History** tab allows you to view past RCI data. It has no sub-tabs. Search by using one of the following three areas:

- Features and Characteristics History
- Roadway ID History
- Route History

Other Tab

The **Other** tab contains RCI administrative items and includes the View/Update/Delete Roadway ID screen. Only users with proper authority may update administrative data. Its sub-tabs are:

- Administrative Function
- Import Data
- Export Data

Help Button

A **Help** button appears in the top right corner of almost every screen, and it will provide information regarding the current screen. The *Online Help* screen provides information about purpose, buttons, data fields, navigation, choosing proper data entries, and understanding the terminology used.

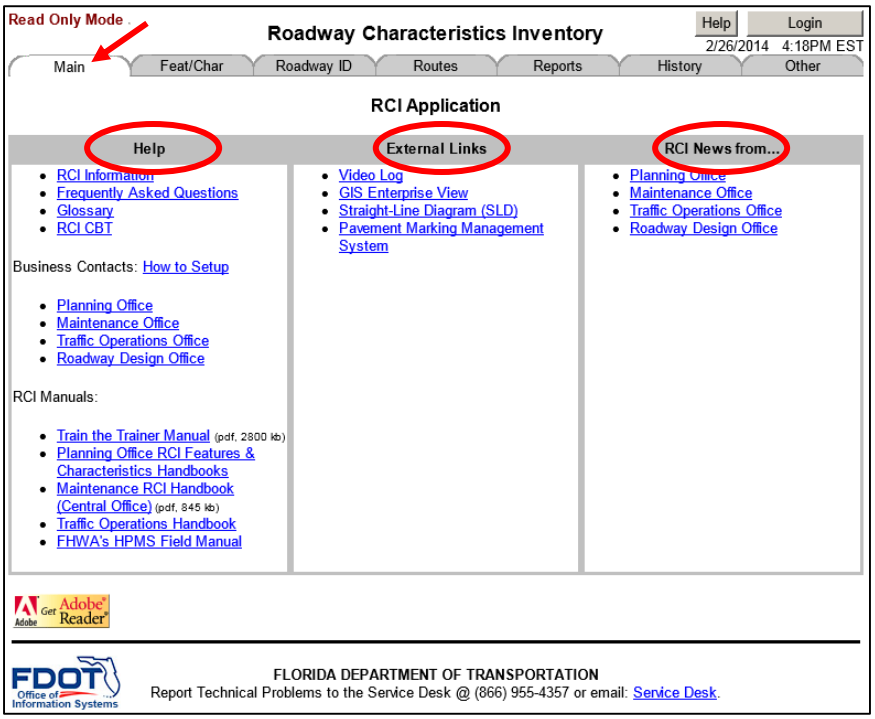
Login/Logoff Button

To login or logoff RCI at any time, click the **Login/Logoff** button located in the top right corner of the screen.

MAIN TAB

The **Main** tab is the default screen for the RCI application. It contains links for definitions, training, office emails, handbooks and manuals, external applications, and news from owning offices. A **Help** button, in the top right corner, also provides assistance to understand the **Main** tab better. The three sections of the **Main** tab are:

- Help
- External Links
- RCI News from….



Help Section

The help section provides links to general information of interest to the RCI user. Specific subjects include the following:

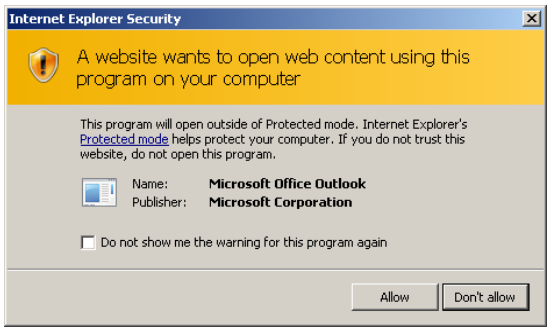
- RCI Information – Provides you with information about the RCI system
- Frequently Asked Questions – Provides a listing of frequently asked questions and answers relating to RCI provided by TranStat.
- Glossary – Produces definitions of RCI terms.
- RCI CBT (Computer-based Training) – These training courses present overview information for the RCI application, handbooks, SLDs, and other subjects. The information provided is brief and is a general overview. For more complete and detailed training, please contact TranStat.

Business Contacts

Provides a contact email for each office. The **How to Setup** link is outdated, please ignore it. Contact emails are provided for:

- Planning Office – CO-RCI_Planning_Contacts@dot.state.fl.us
  - Maintenance Office – CO-RCI_Maintenance_Contacts@dot.state.fl.us
  - Traffic Operations Office – CO-RCI_Traffic_Operations_Contacts@dot.state.fl.us
  - Roadway Design Office – CO-RCIRoadwayDesign@dot.state.fl.us

Click on one of the office links and the following window to the right appears. Click **Allow** to automatically generate the email through the program displayed in the window.



RCI Manuals

This provides links to various RCI reference documents. Users can read, reference the documents on-line, or download them for printing. The reference documents listed are:

- Train the Trainer Manual – Provides information about the RCI application, the functions of the pages, and guidance on how to perform certain tasks.
- Planning Office RCI Features and Characteristics Handbooks – TranStat provides the RCI Features & Characteristics Handbook and the RCI Planning Data Handbook as RCI reference documents. The RCI Features & Characteristics Handbook concentrates on field procedures and includes details of all features and characteristics in RCI. The RCI Planning Data Handbook presents additional RCI data inventory processes and concentrates on office procedures.
- Maintenance RCI Handbook (Central Office) – References the features and characteristics collected and managed by the Office of Maintenance.
- Traffic Operations Handbook – This link takes you to a screen showing features and characteristics sponsored by the Traffic Operations Office, as well as links to other related information.
- FHWA's HPMS Field Manual – This link accesses the Federal Highway Administration's Highway Performance Monitoring System (HPMS) Field Manual, which provides information on requirements for HPMS.

External Links Section

The External Links section presents links to external programs. These include:

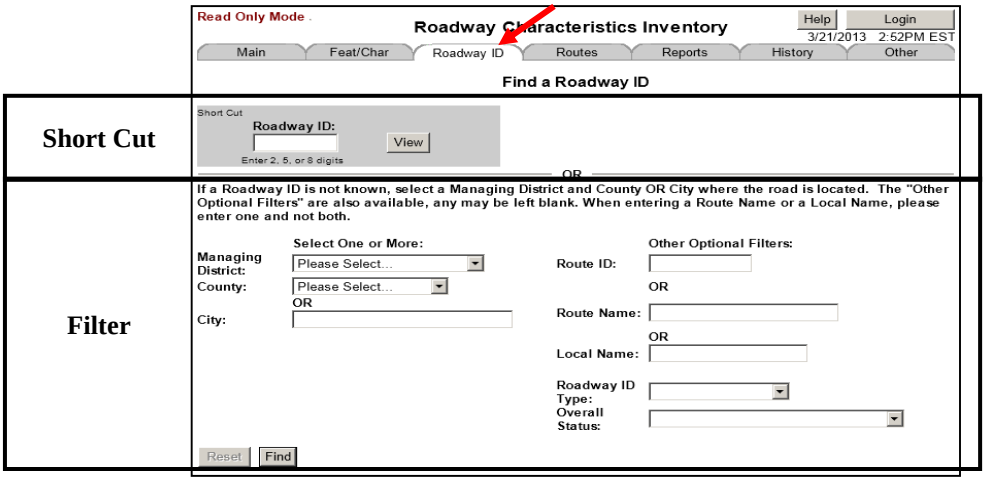
- Video Log – The Department's roadway video log provides a visual record of the State Highway System (SHS). The images are collected with a specially equipped van that records digital high-resolution front and side images. Use the built in search features to find the roadway of your choice.
- GIS Enterprise View – An online mapping application where you can display various levels of information layers. No login is required. A help link is available at the top right hand corner.
- Straight-line Diagram (SLD) – An online application for viewing SLDs on the SHS. It consists of a map search or dropdown search according to District, county, or roadway. For more information on SLDs, refer to the SLD Handbook.
- Pavement Marking Management System (PMMS) – A search and download application for PMMS data.

RCI News from… Section

This section provides access to news and information relating to RCI from the Planning, Maintenance, Traffic Operations, and Roadway Design Offices. Click on the appropriate link to access this information.

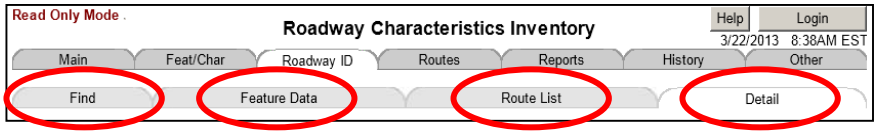
Roadway ID Tab

The **Roadway ID** tab helps you find roadway IDs and view roadway ID data. The **Roadway ID** tab's primary screen is the *Find a Roadway ID* screen, but this is also the Find sub-tab. There are four sub-tabs within the **Roadway ID** tab, however, they are not shown on the primary screen.



Its four sub-tabs are:

- Find – Enables you to search for roadway IDs (see page 5).
- Feature Data – Lists all coded features for the roadway ID (see page 8).
- Route List – Shows route IDs for any interstate, US route, state road, or county road associated with the roadway ID (see page 9).
- Detail – Displays the *View//Update/Delete Roadway ID* (*V/U/D*) screen (see page 9).



Find Sub-tab

The *Find a Roadway ID* screen is divided into two sections, separated by a horizontal "OR" divider. It provides two ways to access roadway ID information, a short cut method and a filter method.

Short Cut Method

Use this to view known roadway IDs. Enter the eight-digit roadway ID then click **View**. The result displays on the *V/U/D* screen.

The short cut method also functions as a search by entering two or five digits of a roadway ID. Entering two digits produces all roadways in a county. Entering five digits produces all roadways with the matching county code and section numbers. The results display on the *Roadway ID List* screen.

Filter Method

When a roadway ID is unknown, the bottom half of the screen contains several filters to help find it.

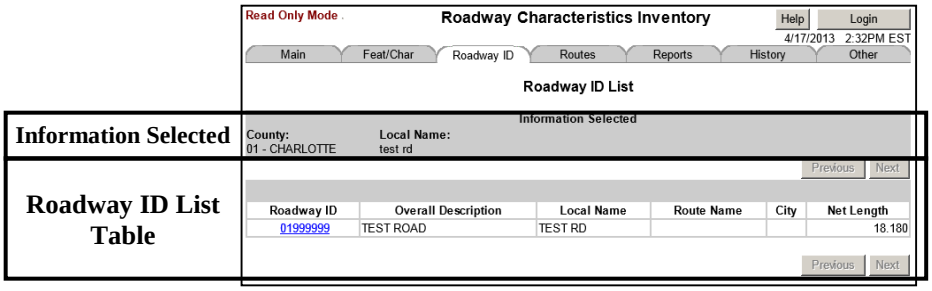
- Managing District (required) – Refers to the District that manages and maintains the roadway ID.
- County (required) – Refers to the county name in which the roadway ID resides. Select the county from the dropdown list containing county names listed alphabetically.
- City (required) – A field to enter a city name or FIPS code.
- Route Name – A field to enter the route name.
- Local Name – A field to enter the Local Name (LOCALNAM) of the roadway. Enter it exactly as it appears in RCI.
- Roadway ID Type – A dropdown list of roadway types.
- Overall Status – A dropdown list of overall statuses.

NOTE: Of the three required fields, only one needs to be filled out before searching. All other fields are optional.

After selecting the necessary information, click **Find**. The results display on the *Roadway ID List* screen.

Roadway ID List Screen

The *Roadway ID List* screen lists all roadway IDs that match the criteria selected. It contains an Information Selected header and a roadway ID list table. Clicking on the roadway ID link opens the *V/U/D* screen.



Information Selected

Displays the search criteria chosen for quick reference.

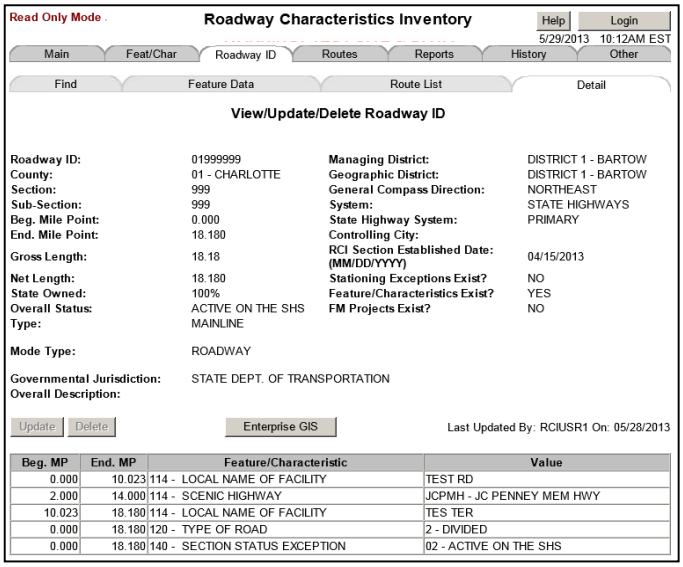
Roadway ID List Table

Each roadway ID listed contains specific data in a table format such as:

- Roadway ID – Link to the *V/U/D* screen.
- Overall Description – Taken from the *V/U/D* screen.
- Local Name – Taken from Feature 114.
- Route Name – Taken from Features 111 and/or 113.
- City – Taken from Feature 124.
- Net Length – Gross length minus exception(s) length.
- Next and Previous Buttons – Used to navigate multiple pages of results.

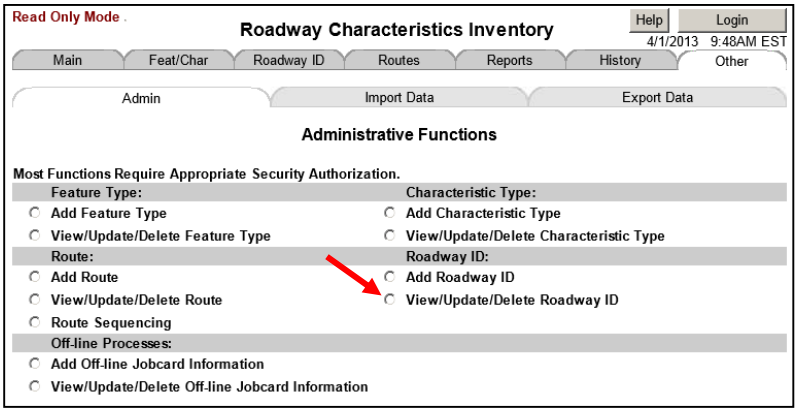
View/Update/Delete Roadway ID Screen

The *V/U/D* screen is a key screen in RCI and provides roadway ID summary information.

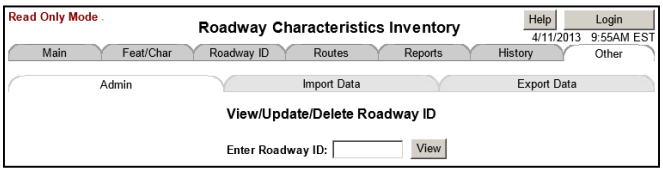


Find a Roadway ID Using the Other Tab

Select the **View/Update/Delete Roadway ID** radio button.

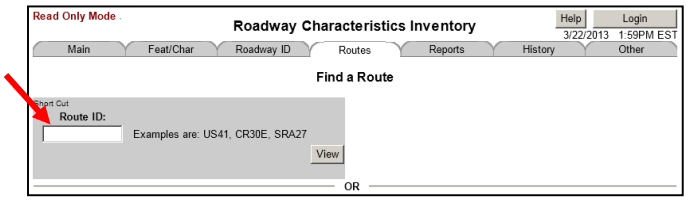


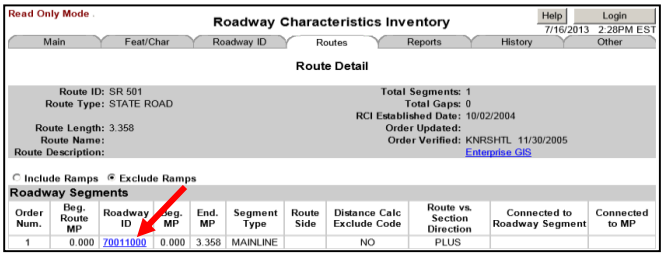
Enter a roadway ID number then click **View**, the resulting page will be the *V/U/D* screen.



Find a Roadway ID Using the Routes Tab

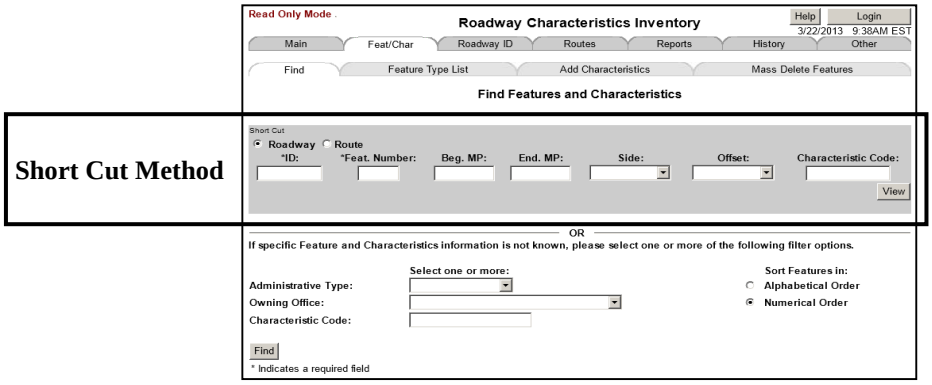
The **Routes** tab displays segments of routes. Each segment has a corresponding roadway ID link. Enter a route ID then click **View**. On the *Route Detail* screen, the roadway ID link takes you to the *V/U/D* screen.





Find a Roadway ID Using the Feat/Char Tab

Use the **Feat/Char** tab's short cut method to find a roadway ID.



Short Cut Method

The short cut method involves filling out the fields in the short cut then clicking **View**. This area contains both required and optional fields. The required fields are:

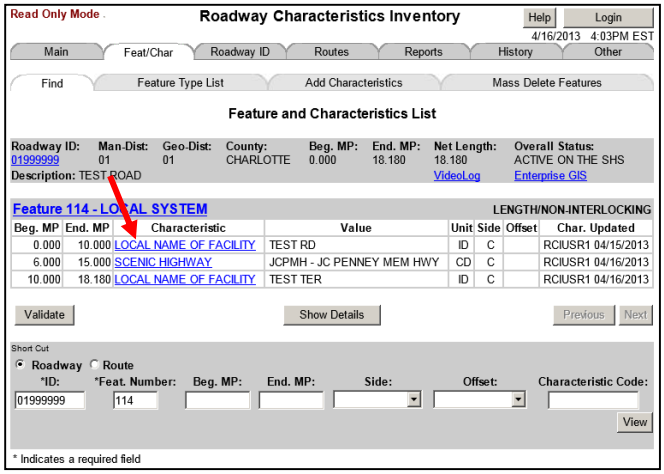
- ID – Enter a roadway ID or route.
- Feat. Number – Enter a feature number.

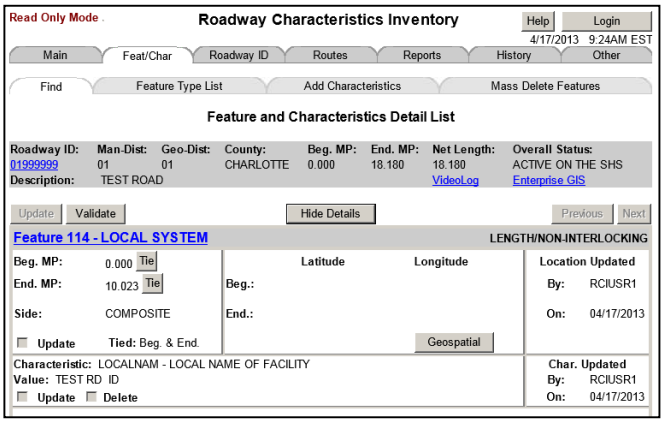
Optional fields include:

- Beg. MP – Enter a beginning milepoint (BMP).
- End. MP – Enter an ending milepoint (EMP).
- Side – Select composite, left, or right from the dropdown list.
- Offset – Select right & left, right, or left from the dropdown list.
- Characteristic Code – Enter the characteristic code.

NOTE: This short cut is available at the bottom of every page throughout the **Feat/Char** tab.

Using the short cut method will open the *Feature and Characteristics List* screen. Click on one of the blue characteristic links to access the *Features and Characteristics Detail List* screen.



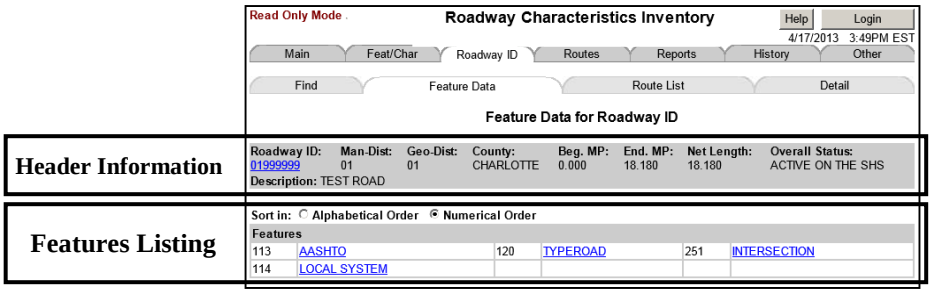


Feature Data Sub-tab

On the primary **Roadway ID** tab screen, the Feature Data sub-tab is not visible. There is no direct access to this sub-tab. It only displays in conjunction with the *V/U/D* screen. This sub-tab contains every feature that has been coded for the roadway. It displays the *Feature Data for Roadway ID* screen.

Feature Data for Roadway ID Screen

This screen has two parts, header information and features listing.



Header Information

- Roadway ID – Link to the *V/U/D* screen.
- Man-Dist – The managing district.
- Geo-Dist – The geographic district.
- County – The county.
- Beg. MP – The BMP.
- End. MP – The EMP.
- Net Length – Gross length minus exception(s) length.
- Overall Status – Taken from the *V/U/D* screen.
- Description – The overall description taken from the *V/U/D* screen.

Features Listing

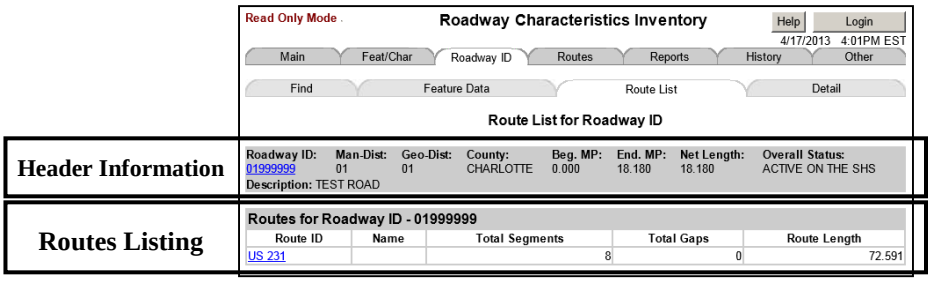
- Sort feature (sort alphabetically or numerically).
- Feature number.
- Feature name link (opens the *Feature and Characteristics List* screen).

Route List Sub-tab

On the primary **Roadway ID** tab screen, the Route List sub-tab is not visible. There is no direct access to this sub-tab. It only displays in conjunction with the *V/U/D* screen. This sub-tab lists every interstate, US route, state road (SR), and county road (CR) associated with the roadway ID. It displays the *Route List for Roadway ID* screen.

Route List for Roadway ID Screen

This screen has two parts, the header information and routes listing.



Header Information

- Roadway ID – Link to the *V/U/D* screen.
- Man-Dist – The managing district.
- Geo-Dist – The geographic district.
- County – The county.
- Beg. MP – The BMP.
- End. MP – The EMP.
- Net Length – Gross length minus exception(s) length.
- Overall Status – Taken from the *V/U/D* screen.
- Description – The overall description taken from the *V/U/D* screen.

Routes Listing

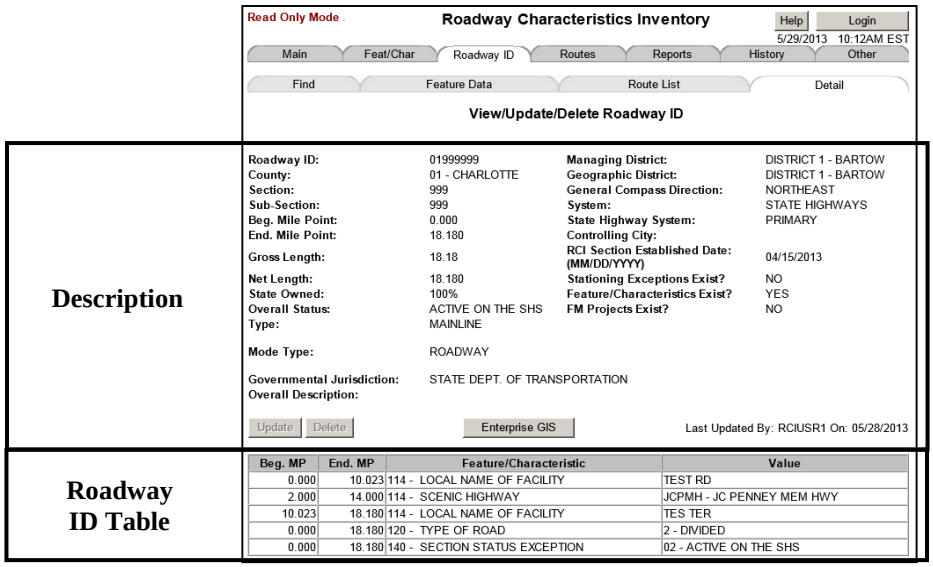
- Route ID – Link to the *Route Detail* screen.
- Name – Gives the local name of the route.
- Total Segments – Number of total segments for the route.
- Total Gaps – Number of total gaps for the route.
- Route Length – Its length in miles.

Detail Sub-tab

On the primary **Roadway ID** tab screen, the Detail List sub-tab is not visible. There is no direct access to this sub-tab. It only displays in conjunction with the *V/U/D* screen. The *V/U/D* screen is this sub-tab's primary screen.

View/Update/Delete Roadway ID Screen

A more detailed explanation is given in the RCI Planning Data Handbook.



Description

- Roadway ID – The eight-digit roadway ID number.
- County – The county code and county name where the roadway exists.
- Section – Taken from the roadway ID.
- Sub-section – Taken from the roadway ID.
- Beg. Mile Point – The milepoint assigned to the beginning point of a roadway ID.
- End. Mile Point – The milepoint assigned to the ending point of a roadway ID.

- Gross Length – The EMP minus the BMP.
- Net Length – Gross length minus the exception(s) length.
- State Owned – The percentage of roadway length owned by the State. This is automatically calculated by the RCI system.
- Overall Status – Indicates the assigned functionality of the entire roadway segment as coded in Feature 140. The following overall statuses are:
  - 01 – Pending
  - 02 – Active On the SHS
  - 04 – Inactive
  - 05 – Deleted
  - 07 – Active Exclusive
  - 09 – Active Off the SHS
  - 10 – GIS Route
  - 12 – Active with Combination
  - 16 – Local Roads with FM Projects
  - 17 – Active Off Exclusive
  - 91 – Pending Rail Line
  - 92 – Active Rail Line
  - 94 – Inactive Rail Line
- Type (Road Type) – Provides a consistent way to determine road inventory needs. They are not relevant for other purposes, such as highway access or highway design. The following types are:
  - 00 – Mainline
  - 01 – Ramp
  - 03 – Frontage Road
  - 08 – Managed Lane
  - 90 – Rail Line
- Mode Type – Indicates the mode of travel. These modes are:
  - Non-motorized Way
  - Rail Line
  - Roadway
- Governmental Jurisdiction – Refers to the government body that is legally responsible for the maintenance of the roadway. The most widely used ones in the State of Florida are listed below:
  - 01 – State Dept. of Transportation (maintained by the state)
  - 02 – County (maintained by a specific county)
  - 04 – Municipal (maintained by a specific city)
  - 21 – State Toll Authority (maintained by the state, must have OWNAUTH and TOLLROAD coded in Feature 122)
- Overall Description – The common local name for the roadway, i.e. MAIN ST SW
- Managing District – The District that manages the roadway.
- Geographic District – The District in which the roadway exists. For example, roadway ID 08470001 is managed by Turnpike, but its geographic District is District 7.
- General Compass Direction – The predominant direction of the roadway.
  - 1 – North
  - 2 – Northeast
  - 3 – East
  - 4 – Southeast
  - 5 – South
  - 6 – Southwest
  - 7 – West
  - 8 – Northwest
- System – Describes the system on which the road resides.
  - 10 – Federal Highways Only
  - 11 – State Highways
  - 12 – County Roads
  - 13 – City Streets
  - 14 – State Park Roads
  - 15 – Private Roads
  - 90 – SIS Rail Line
- State Highway System – A general description for the majority of the road.
  - 1 – Interstate
  - 2 – Turnpike
  - 3 – Primary
  - 4 – Int./Art.
  - 9 – None
- Controlling City –The current place code and city name.
- RCI Section Established Date – The origination date of the roadway ID.
- Stationing Exceptions Exist? – If yes, then there are stationing exceptions. If no, then there are no exceptions.
- Feature/Characteristics Exist? – If yes, then features and characteristics exist. If, no, then there are none.
- FM Projects Exist? – If yes, then FM projects exist. If no, then they do not exist.
- Update/Delete Buttons – Used for updating or deleting roadway IDs. This requires RACF authority.
- Enterprise Button – A button that opens the Enterprise GIS application.
- Last Updated By – Gives the user ID of the person who last updated anything on the *V/U/D* screen. A date is also given.

Roadway ID Table

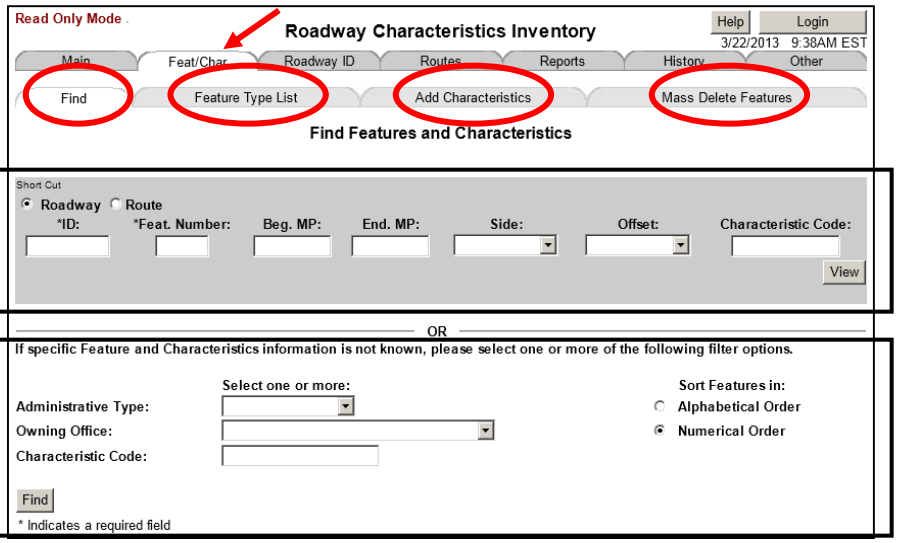
- Beg. MP – BMP of the characteristic.
- End. MP – EMP of the characteristic.
- Feature/Characteristic – Displays the feature number and characteristic name.
- Value – Displays the value/code.

FEAT/CHAR TAB

The **Feat/Char** tab is used to find data on a specific roadway, look up features and characteristics, add characteristics data, and mass delete features. Its sub-tabs are:

- Find – Helps you find features and characteristics for a roadway ID. This is also the primary screen.
- Feature Type List – Provides an alphabetical or numerical list of all feature types.
- Add Characteristics – Controls the function to add characteristics.
- Mass Delete Features – Allows the deletion of a feature and related characteristics for a given roadway ID.

Below is the **Feat/Char** tab's primary screen. It is divided into two sections separated by a horizontal "OR" divider. The top portion contains the short cut and the bottom contains filters for searching.



Find Sub-tab

The Find sub-tab opens the *Find Features and Characteristics* screen. This screen facilitates searching for features and characteristics data for a specific roadway two basic ways: the short cut method and the filter method.

Find Features and Characteristics Screen

Short Cut Method

The short cut method involves filling out the fields in the short cut then clicking the view button. This area contains both required and optional fields. The required fields are:

- Roadway ID – Enter a roadway ID number.
- Route ID – Enter a route ID.
- Feat. Number – Enter a feature number.

Optional fields include:

- Beg. MP – Enter a BMP.
- End. MP – Enter an EMP.
- Side – Select composite, left, or right from the dropdown list.
- Offset – Select right & left, right, or left from the dropdown list.
- Characteristic Code – Enter the characteristic code.

NOTE: This short cut is available at the bottom of every page throughout the **Feat/Char** tab.

Using the short cut method will open one of two screens. When searching for a roadway ID, the *Feature and Characteristics List* screen opens. When searching for a route ID, the *Route Roadway Segment List with... Data* screen opens.

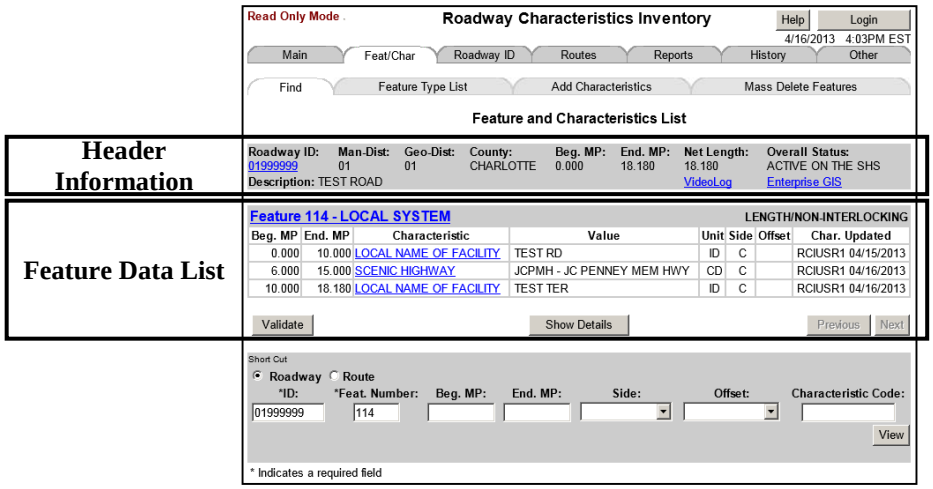
Filter Method

The filter method is in the lower portion of the screen, and is used if specific feature and characteristic information is not known. Select one or more of the following fields:

- Administrative Type – Refers to the management type of features. The dropdown menu contains administrative, maintenance, operational, physical, and rail line.
- Owning Office – Refers to the jurisdiction or office that manages and maintains the RCI feature. The dropdown menu contains Roadway Design, Transportation Statistics Office, Maintenance Office, Traffic Eng. & Ops. Office, and Rail Office.
- Characteristic Code – Enter the characteristic code if known.
- Sort Features – Sort the feature alphabetically or numerically.

Feature and Characteristics List Screen

The *Feature and Characteristic List* screen identifies characteristics for a particular roadway ID. This screen is divided into two areas: the RCI header information and the feature data list. These are described below.



RCI Header Information

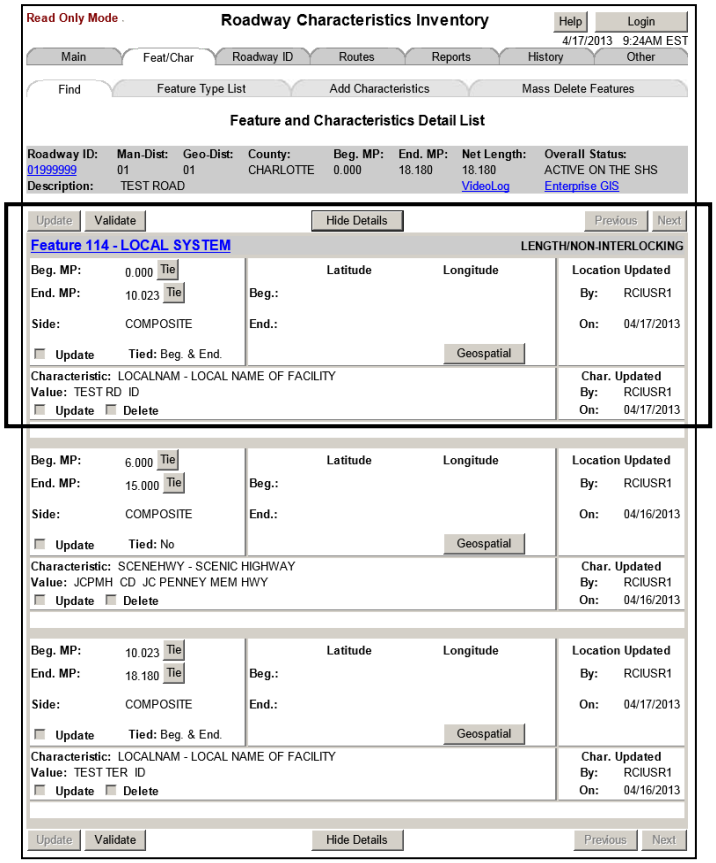
- Roadway ID – Clicking on the link opens the *V/U/D* screen.
- Man-Dist – The managing District.
- Geo-Dist – The geographic District.
- County – County in which the road is located.
- Beg. MP – BMP of the roadway ID.
- End. MP – EMP of the roadway ID.
- Net Length – The gross length minus the exception(s) length.
- Overall Status – States whether a road is on or off the State Highway System.
- Description – Reflects the overall description as shown on the *V/U/D* screen.
- Video Log – A link that opens the Video Log homepage.
- Enterprise GIS – A link that opens the Enterprise GIS application.

Feature Data List

- Feature number, feature name, type of feature/interlocking or non-interlocking.
- Beg. MP – BMP of the characteristic.
- End. MP – EMP of the characteristic.
- Characteristic – The name of the characteristic. The name is also a link that opens the *Feature and Characteristics Details List* screen.
- Value – Value or code of the characteristic.
- Unit – Unit of measurement.
- Side – The side of the roadway on which the characteristic is found.
- Char. Updated – Date and name of person who made the changes.
- Validate Button – Checks the entry for errors and takes you to the *Validate Feature and Characteristics Data* screen for the result(s).
- Show Details Button – Shows the details for all the characteristics.
- Hide Details Button – Hides the details for all characteristics.
- Previous/Next Buttons – Allow for the viewing of previous or next pages when multiple pages exist.

Feature and Characteristics Detail List Screen

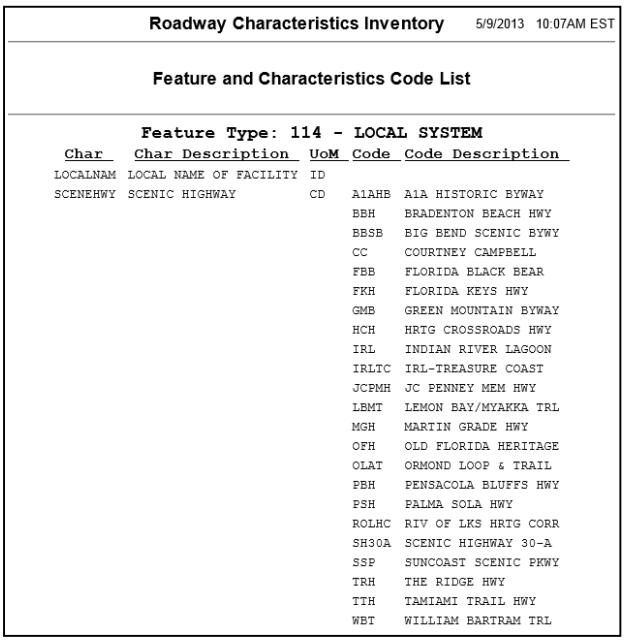
Click the characteristic link or show details button to go to the *Feature and Characteristics Detail List* screen. This screen contains all the characteristic details of each characteristic under the feature selected.



- Update Button – Refers to updating characteristic information. Clicking on it updates the changes made.
- Validate Button – Checks the entry for errors and takes you to the *Validate Feature and Characteristics Data* screen for the result(s).
- Hide Details Button – Hides the details for all characteristics.
- Previous/Next Buttons – Allow for the viewing of previous or next pages when multiple pages exist.
- Feature Information – Feature number, name, type, and interlocking or non-interlocking.
- Beg. MP – BMP of the Characteristic.
- End. MP – EMP of the Characteristic.
- Tie Button – Allows you to tie the characteristic to another characteristic.
- Side – Side of roadway on which the characteristic is located.
- Update Checkbox – Used to update information.
- Tied – Shows whether or not the characteristic is tied.
- Latitude and Longitude – Shows the beginning and ending coordinates for latitude and longitude.
- Geospatial Button – Allows you to input latitude, longitude, elevation, datum, projection, and collection method information.
- Location Updated – The last you who changed the milepoint(s) and date changed.
- Characteristic – The characteristic code and its definition.
- Value – The value of the characteristic and its code.
- Update Checkbox – Used to update information.
- Delete Checkbox – Used to delete the characteristic.
- Char. Updated – The last who modified the value and date modified.

Feature and Characteristics Code List Screen

Each feature name on the *Feature and Characteristics List* screen, *Feature and Characteristics Detail List* screen, and *Characteristic List* screen is a link to the *Feature and Characteristics Code List* screen. This screen lists characteristics along with their description, unit of measurement, code, and code description.



Roadway Characteristics Inventory 5/9/2013 10:07AM EST

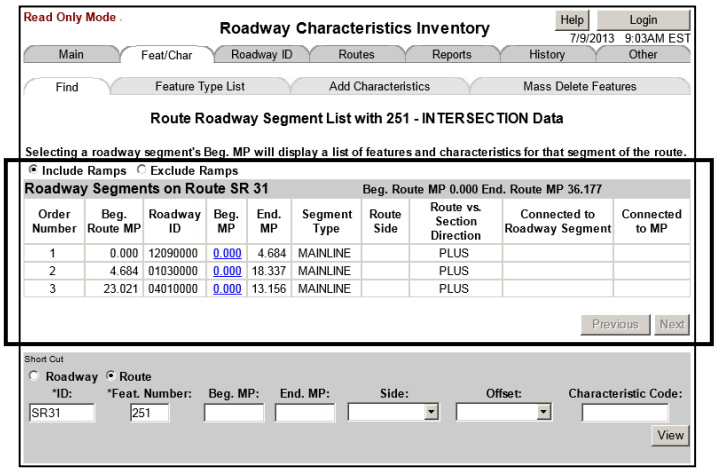
Feature and Characteristics Code List

Feature Type: 114 - LOCAL SYSTEM

Char	Char Description	UoM	Code	Code Description
LOCALNAM	LOCAL NAME OF FACILITY	ID		
SCENEHWY	SCENIC HIGHWAY	CD	A1AHB	A1A HISTORIC BYWAY
			BBH	BRADENTON BEACH HWY
			BBSB	BIG BEND SCENIC BYWY
			CC	COURTNEY CAMPBELL
			FBB	FLORIDA BLACK BEAR
			FKH	FLORIDA KEYS HWY
			GMB	GREEN MOUNTAIN BYWAY
			HCH	HRTG CROSSROADS HWY
			IRL	INDIAN RIVER LAGOON
			IRLTC	IRL-TREASURE COAST
			JCPMH	JC PENNEY MEM HWY
			LBMT	LEMON BAY/MYAKKA TRL
			MGH	MARTIN GRADE HWY
			OFH	OLD FLORIDA HERITAGE
			OLAT	ORMOND LOOP & TRAIL
			PBH	PENSACOLA BLUFFS HWY
			PSH	PALMA SOLA HWY
			ROLHC	RIV OF LKS HRTG CORR
			SH30A	SCENIC HIGHWAY 30-A
			SSP	SUNCOAST SCENIC PKWY
			TRH	THE RIDGE HWY
			TTH	TAMIAMI TRAIL HWY
			WBT	WILLIAM BARTRAM TRL

Route Roadway Segment List with... Data Screen

This screen provides a list of segments on a specified route that contain the specified feature number. To reach this screen, use the **Short Cut** on the Find sub-tab. Select the **Route** radio button, enter an **ID**, enter a **Feature Number**, and then click **View**.



- Include/Exclude Ramps – Offers the choice to include ramps or exclude ramps along the route.
- Order Number – The order the roadway ID appears along that route.
- Beg. Route MP – BMP of the route, not the roadway ID. All routes should begin with 0.000 unless there is a gap at the beginning of the route.
- Roadway ID – The route segment's roadway ID.
- Beg. MP – BMP of the roadway ID and a link to the *Feature and Characteristics List* screen.
- End. MP – Ending milepoint (EMP) of the roadway ID.
- Segment Type – Either mainline or ramp.
- Route Side – Refers to the route designation side of the roadway, whether it is right, center, or left.
- Route vs. Section Direction – Indicates whether or not the milepoints for a given roadway segment are in the same direction as the milepoints (plus), or are in the opposite direction (minus).
- Connected to Roadway Segment – If the route type is ramp, then the roadway ID connecting that ramp to a mainline roadway ID should be entered. This column records the roadway ID mainline that contains the ramp.
- Connected to MP – Milepoint location of the connected roadway segment.
- Previous/Next Buttons – Allow for the viewing of previous or next pages when multiple pages exist.

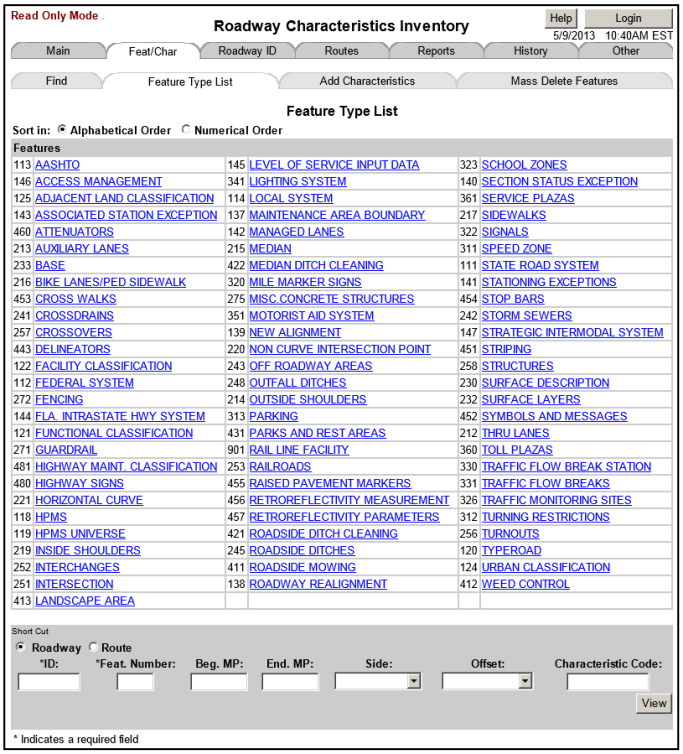
NOTE: If a BMP or EMP is specified, it refers to the roadway milepoint and not the route segment milepoint.

Feature Type List Sub-tab

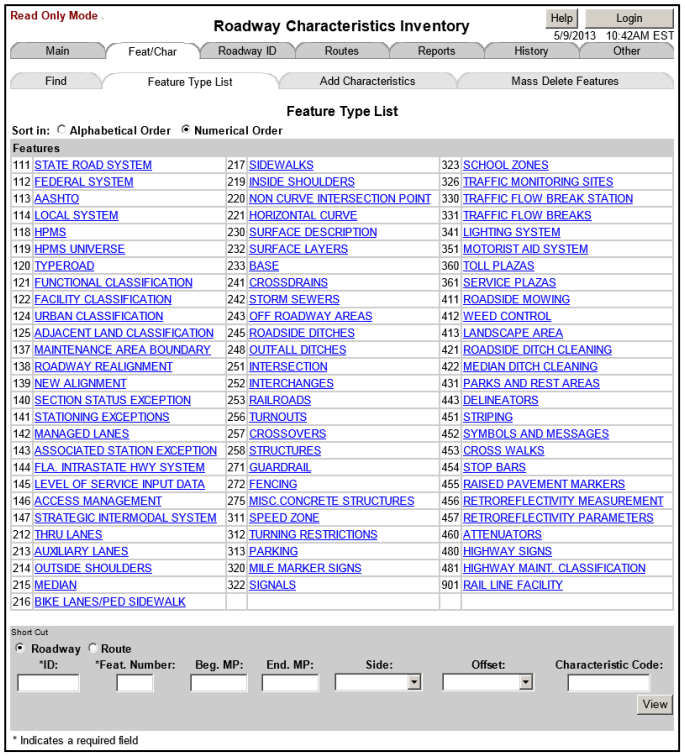
Feature Type List Screen

The Feature Type List sub-tab opens the *Feature Type List* screen. Sort the RCI features in alphabetical or numerical order. Click one of the feature name links to view the *Character List* screen.

Alphabetical Order

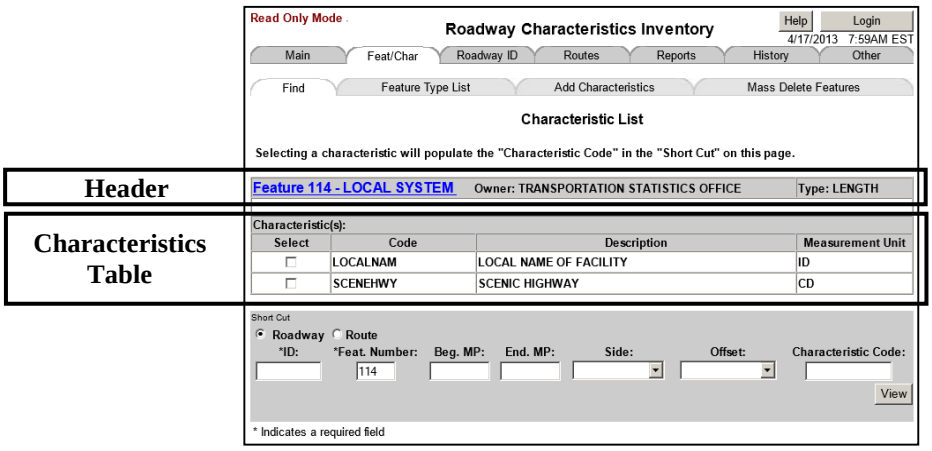


Numerical Order



Characteristic List Screen

The *Character List* screen shows all characteristics under a particular feature.



Header
- Feature Number/Name
- Owner
- Type

Characteristics Table
- Selection checkbox
- Code
- Description
- Measurement Unit

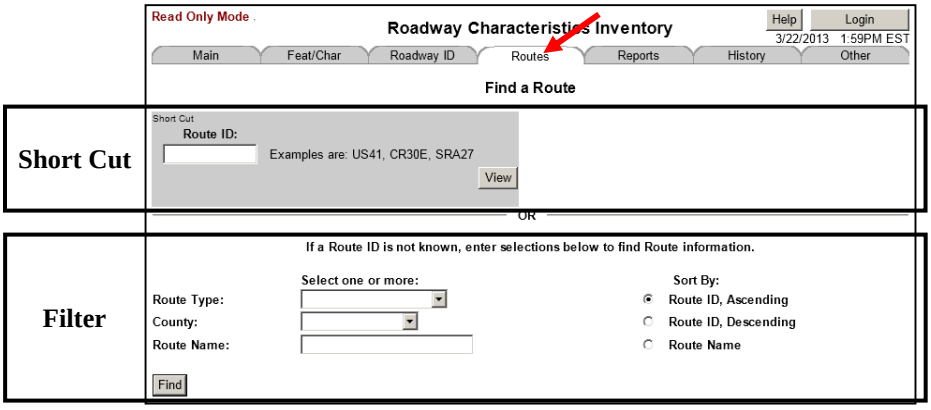
Check a checkbox in the characteristics table section to populate the short cut bar's **Characteristic Code**. Without any selected characteristics, the default view will display all coded characteristics. A range of milepoints can be specified to go directly to known points. If no milepoints are specified, then the default view will display the entire section range starting with the BMP.

Routes Tab

This section instructs you how to search for interstates, US routes, state roads (SRs), and county roads (CRs) using the **Routes** tab. There are no sub-tabs associated with the **Routes** tab. Its primary screen is the *Find a Route* screen. It is divided into two sections, separated by a horizontal "OR" divider. The top section contains the short cut, which can be used to reach the route information quickly if the route ID is known. The bottom section is used if the route ID is not known or if you want to see a list of routes for the selections given.

A route ID is made of four parts. The first part is the route type, which identifies the type of route, such as CR or SR. The second part is the optional prefix, which can be blank, "A" for alternate, or "B" for business. The third part is the route number, which can be up to four digits in length. The last part is the suffix, or an optional letter that can be blank or "A" through "Z."

A route is a linkage of roadway segments. Segments can be contiguous or non-contiguous. A segment can be a portion of a roadway ID or an entire roadway ID. Sometimes there are gaps between the segments. These are caused by geographical objects, administrative decisions, and if a route extends into another county/state then returns.



Find a Route Screen

This is the primary screen for the **Routes** tab. It provides two methods for finding route information, a short cut method and a filter method.

Short Cut Method

Use this when the route ID is known. Enter the **Route ID** then click **View**. If multiple routes exist for US routes, interstates, and SRs, the *Route List* screen opens. If multiple routes exist for CRs and off system routes, the *Route List (with Duplicates)* screen opens.

NOTE: Off system routes are not the same as roadways with a section status of Active Off the SHS. An off system route i.e. OS 30, designates an old state road number that was removed from the SHS. Roadways under the old state road system are referred to as off system routes, which happened when a SR was transferred off the SHS to a city or county.

Filter Method

If a route ID is not known, enter one or more of the selections below to find route information:

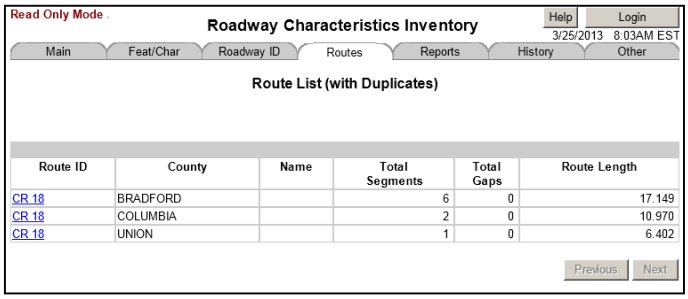
- Route Type – Dropdown menu containing CR, interstate, off system route, SR, and US route.
- County – Dropdown menu containing county names in alphabetical order.
- Route Name – A specified name unrelated to Features 111, 113, and 114.
- Sort By – Have the results listed numerically or alphabetically.

Click **Find** and the *Route List* screen opens.

The rest of this chapter displays and explains the screens within the **Routes** tab.

Route List (with Duplicates) Screen

This screen displays multiple route IDs that match the search criteria. The reasoning behind this is that CRs and off system routes can have the same name but refer to different routes. Interstates, US routes, and SRs have the same name and refer to the same route. This page contains the following information:

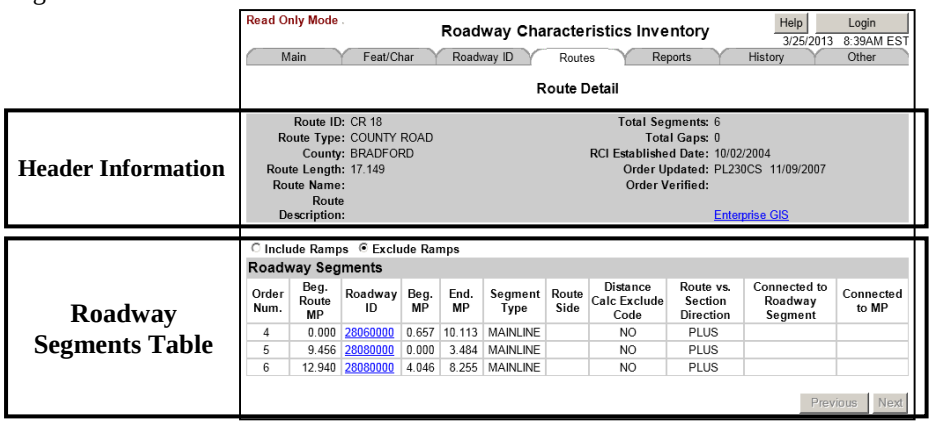


- Route ID – A link to the *V/U/D* screen.
- County – Name of county through which the route runs.
- Name – A specified name unrelated to Features 111, 113, and 114.
- Total Segments – The number of segments that comprise the route.
- Total Gaps – The total number of gaps along a route.
- Route Length – The calculated length of the route.
- Previous and Next Buttons – Help navigate multiple pages of results.

Clicking a route ID link opens the *Route Detail* screen.

Route Detail Screen

The *Route Detail* screen provides information for all roadway ID segments comprising the route. Ramps may be included or excluded. If ramps are excluded, the order number may appear to have gaps. This screen is comprised of a header section and a roadway segments table.



Header Information

- Route ID – The name of the route.
- Route Type – Identifies if the route is an interstate, US route, SR, CR, or off system route.
- Route Length – The calculated length of the route.
- Route Name – A specified name unrelated to Features 111, 113, and 114.
- Route Description – Provides additional information about the route.
- Total Segments – The number of segments that comprise the route.
- Total Gaps – The total number of gaps along the route.
- RCI Established Date – The date on which the route was established in RCI.
- Order Updated – The date when the route order was updated.
- Order Verified Date – The date shown when route sequencing occurred. This date is input manually.

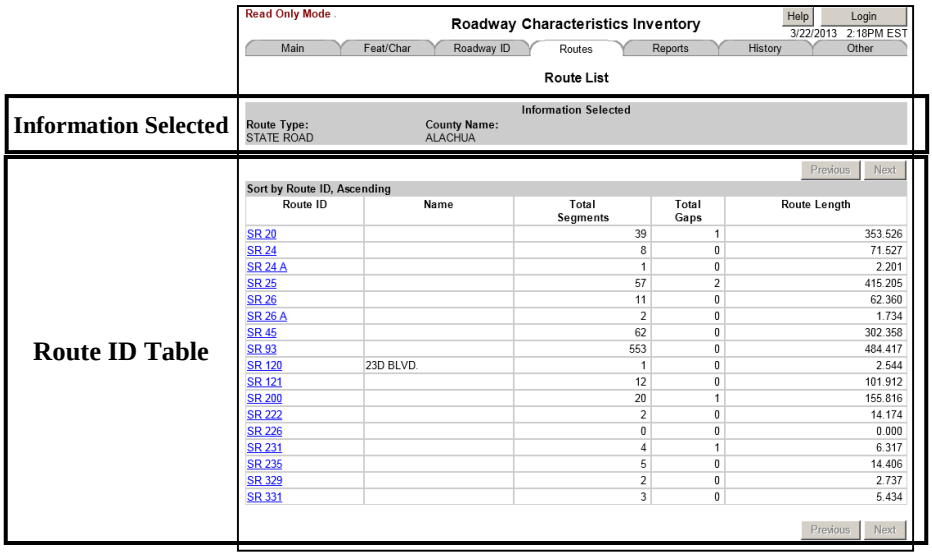
Roadway Segments Table

- Include/Exclude Ramps – Offers the choice to include ramps or exclude ramps along the route.
- Order Number – The order the roadway ID appears along the route.
- Beg. Route MP – Beginning milepoint (BMP) of the route, not the roadway ID. All routes should begin with 0.000 unless there is a gap at the beginning of the route.
- Roadway ID – A link to the *V/U/D* screen.
- Beg. MP – BMP of the roadway ID.
- End. MP – EMP of the roadway ID.
- Segment Type – Either mainline or ramp.
- Route Side – Refers to the route designation side of the roadway, whether it is right, center, or left.
- Distance Calc Exclude Code – Indicates whether or not to exclude this section from the calculation of a route's distance.
- Route vs. Section Direction – An indicator that records whether the milepoints for a given roadway segment are in the same direction as the milepoints (plus), or are in the opposite direction (minus).
- Connected to Roadway Segment – If the route type is ramp, then the roadway ID connecting that ramp to a mainline roadway ID should be entered. This column records the roadway ID mainline that contains the ramp.
- Connected to MP – Milepoint location of the connected roadway segment.

Route List Screen

If multiple routes exist for interstates, US routes, and SRs, this screen lists all the routes that match the criteria selected by route ID. If multiple routes exist for CRs and off system routes, the *Route List (with Duplicates)* screen opens. The *Route List* screen has two sections, information selected and route ID table.

NOTE: Off system routes are not the same as roadways a with section status of Active Off the SHS. An off system route i.e. OS 30, designates an old state road number that was removed from the SHS. Roadways under the old state road system are referred to as off system routes, which happened when a SR was transferred off the SHS to a city or county.



Information Selected

- Presents the information selected to perform the search.

Route ID Table

- Sort by – Reflects the sort selected from the *Find a Route* screen.
- Route ID – The name of the route.
- Name – A specified name unrelated to Features 111, 113, and 114.
- Total Segments –The number of segments that comprise the route.
- Total Gaps – The total number of gaps along a route.
- Route Length – The calculated length of the route.
- Previous and Next Buttons – Help navigate multiple pages of results.

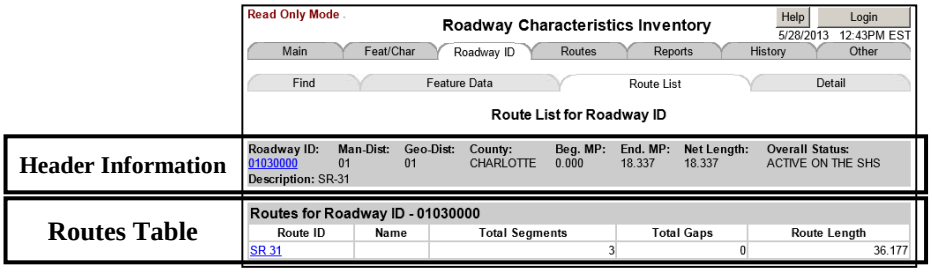
Click on any route ID link to open the *Route Detail* screen.

How to Find a Route Using Different Tabs

Use the Roadway ID Tab Way #1

The Route List sub-tab under the **Roadway ID** tab brings up the *Route List for Roadway ID* screen. The steps used in this method are:

1. Click the **Roadway ID** tab.
2. Enter a valid roadway ID in the short cut then click **View**.
3. While on the *V/U/D* screen, click Route List sub-tab to see any routes that exist on any portion of the selected roadway ID. This will open the *Route List for Roadway ID* screen.



Header Information

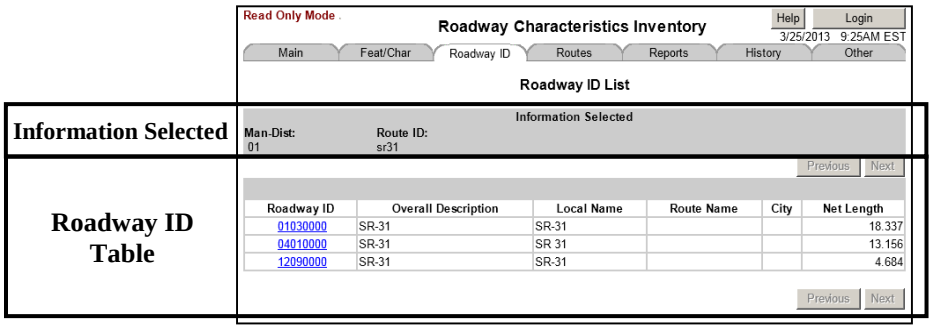
- Roadway ID – A link to the *V/U/D* screen.
- Man-Dist – The managing district.
- Geo-Dist – The geographic district.
- County – The county.
- Beg. MP – The BMP.
- End. MP – The EMP.
- Net Length – Gross length minus exception(s) length.
- Overall Status – Taken from the *V/U/D* screen.
- Description – The overall description taken from the *V/U/D* screen.

Routes for Roadway ID Table

- Route ID – A link to the *Route Detail* screen.
- Route Name – Gives the name of the route.
- Number of Total Segments – Gives the total number of route segments.
- Gaps – Gives the total number of route gaps.
- Route Length – Shows the route length in miles.

Use the Roadway ID Tab Way #2

1. Click on the **Roadway ID** tab.
2. Select a District, county, or city from the options on the left of the filter selections.
3. Enter a route name to display the *Roadway ID List* screen.



Information Selected

- Presents the information selected to perform the search.

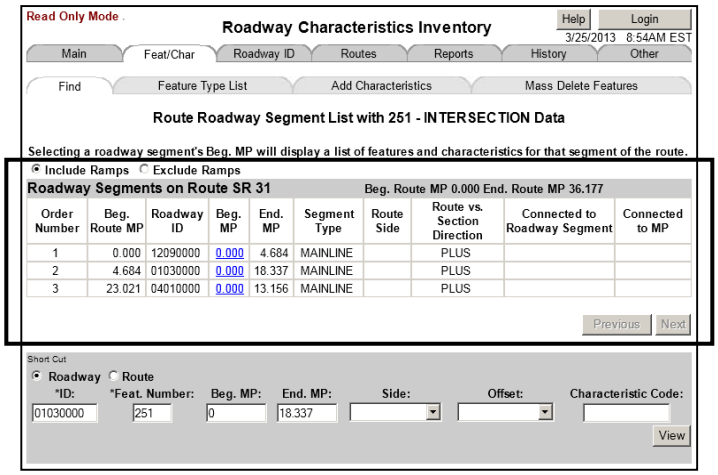
Roadway ID Table

- Previous/Next Buttons – Allow for the viewing of previous or next pages when multiple pages exist.
- Roadway ID – A link to the *V/U/D* screen.
- Overall Description – Taken from the *V/U/D* screen.
- Local Name – Taken from Feature 114 LOCALNAM.
- Route Name – Gives the route name.
- City – Gives the city or cities through which the route runs.
- Net Length – Shows the route length in miles.

Use the Feat/Char Tab, Find Sub-tab, Route ID Short Cut Method

1. Click the **Feat/Char** tab.
2. Click the **Route** radio button.
3. Enter a feature number in the short cut box.
4. Click **View**.

This will bring up the *Route Roadway Segment List with ... Data* screen.



- Include/Exclude Ramps – Offers the choice to include ramps or exclude ramps along the route.
- Order Number – The order the roadway ID appears along that route.
- Beg. Route MP – BMP of the route, not the roadway ID. All routes should begin with 0.000 unless there is a gap at the beginning of the route.
- Roadway ID – A link to the *V/U/D* screen.
- Beg. MP – BMP of the roadway ID.
- End. MP – EMP of the roadway ID.
- Segment Type – Either mainline or ramp.
- Route Side – Refers to the route designation side of the roadway, whether it is right, center, or left.
- Route vs. Section Direction – Indicates whether or not the milepoints for a given roadway segment are in the same direction as the milepoints (plus), or are in the opposite direction (minus).
- Connected to Roadway Segment – If the route type is ramp, then the roadway ID connecting that ramp to a mainline roadway ID should be entered. This column records the roadway ID mainline that contains the ramp.
- Connected to MP – Milepoint location of the connected roadway segment.
- Previous/Next Buttons – Allow for the viewing of previous or next pages when multiple pages exist.

NOTE: If a BMP or EMP is specified, it refers to the roadway milepoint and not the route segment milepoint.

HISTORY TAB

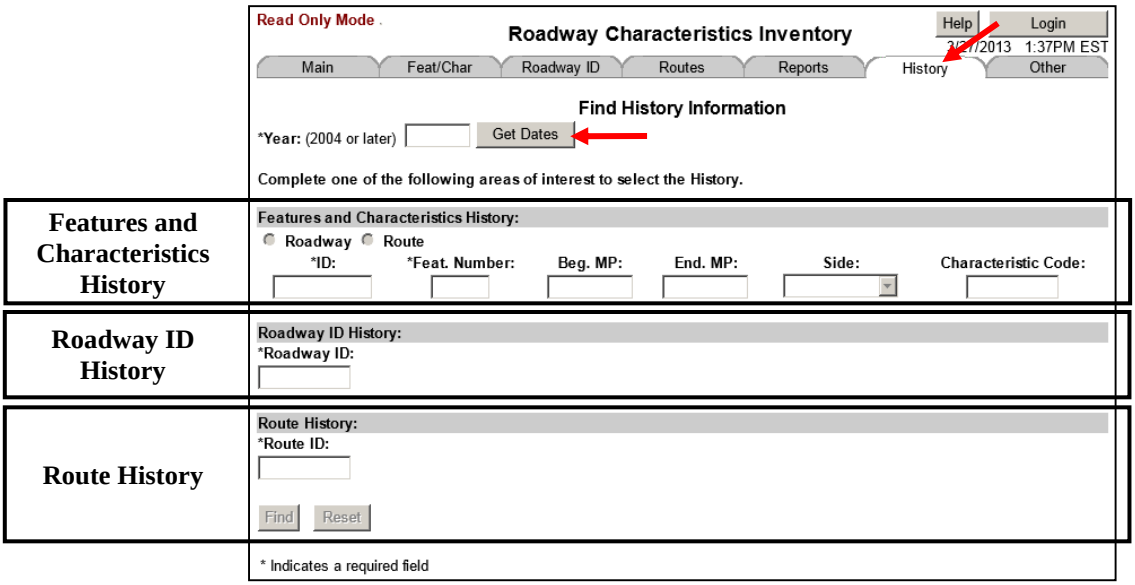
Use the **History** tab to find old RCI data. Its primary screen is called the *Find History Information* screen. There are no sub-tabs. When viewing history information, you view what was in the RCI database on a given date. History data is recorded on the last day of each month. History data cannot be changed. All pages showing history information are read-only and have no input boxes or update buttons. Each history screen looks like its corresponding screen except for one difference, the history date is shown at the top of every screen.

Find History Information Screen

The *Find History Information* screen allows selection of historical information, using three general methods:

- Features and Characteristics History
- Roadway ID History
- Route History

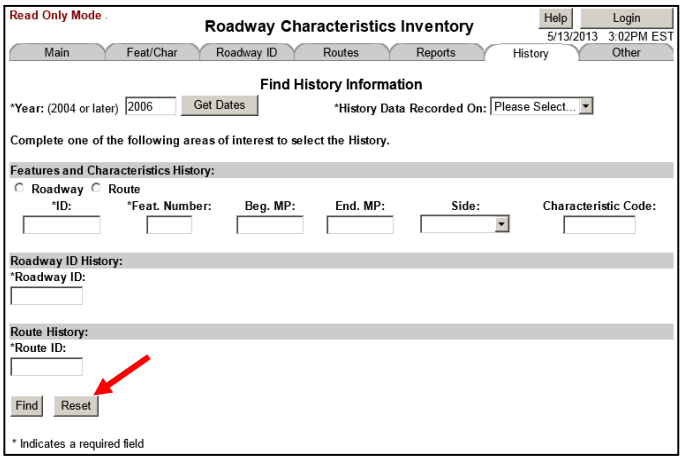
Each of these methods occupies a separate portion of the screen.



Prior to choosing any of the three methods, determine the year of history desired. Then click **Get Dates** to see a listing of available dates. Choose one from the dropdown menu. Once a date is specified, use any of the three methods to proceed.

Reset Button

The **Reset** button on the primary screen will clear all information except for the year.

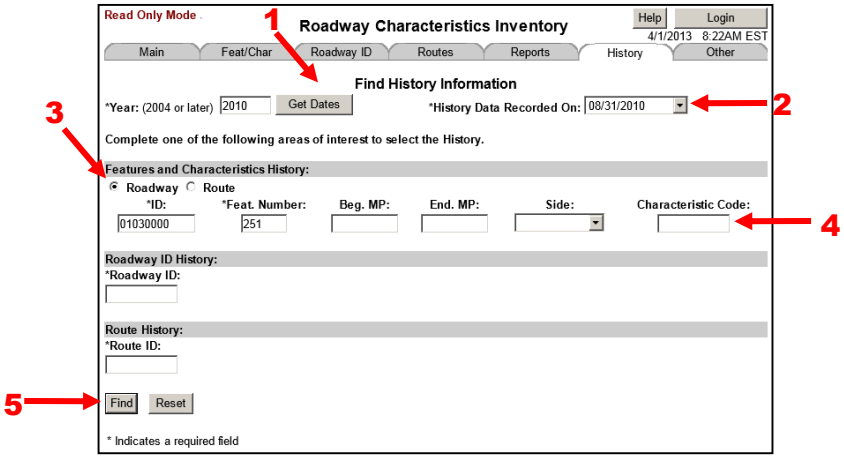


The Features and Characteristics History Method

Feature and characteristic history can be viewed by choosing either a roadway ID or a route ID.

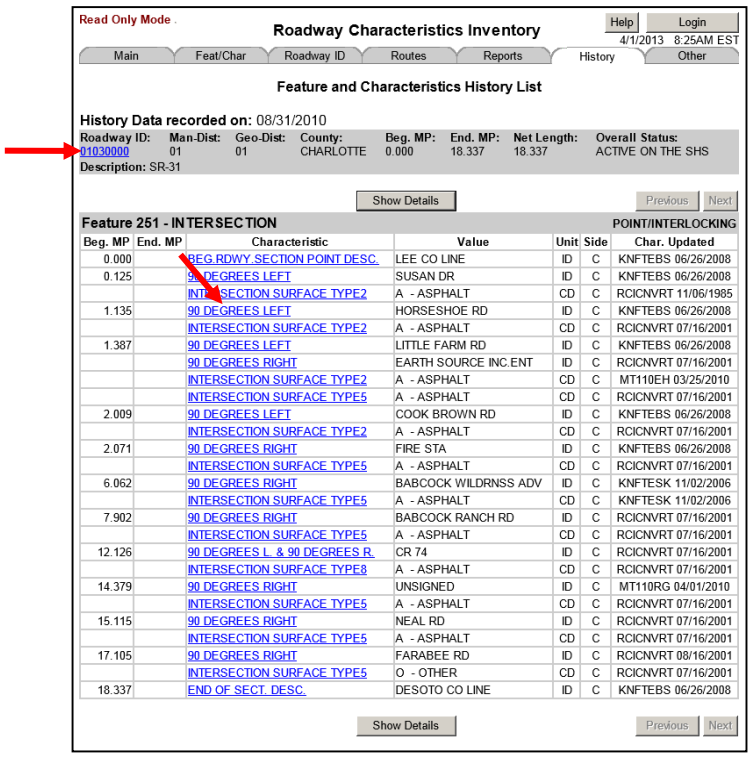
Searching for a Roadway ID

1. Enter the **Year** then click **Get Dates**.
2. Select a date from the dropdown menu.
3. Select the **Roadway** radio button.
4. Enter at least an **ID** and **Feat Number**.
5. Click **Find**.



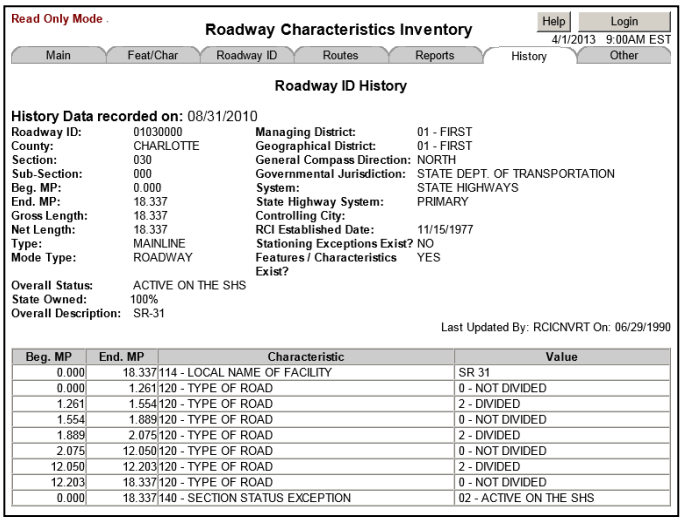
Feature and Characteristics History List Screen

There are two ways to obtain further information, click on the **Roadway ID** or click on a **Characteristic**.



Roadway ID History Screen

Clicking the roadway ID link opens the *Roadway ID History* screen, which is the **History** tab's version of the *View/Update/Delete Roadway ID* screen.



Read Only Mode

Roadway Characteristics Inventory

Help | Login

4/1/2013 9:00AM EST

Main | Feat/Char | Roadway ID | Routes | Reports | History | Other

Roadway ID History

History Data recorded on: 08/31/2010

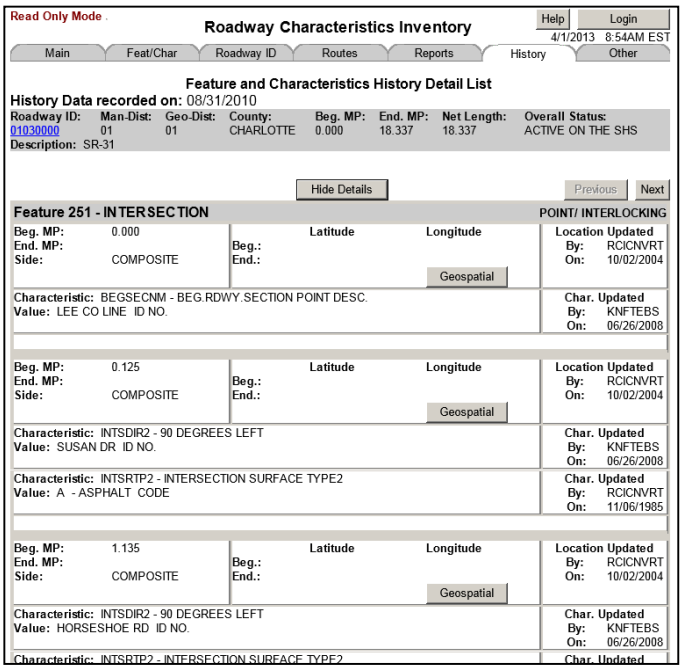
Roadway ID:	01030000	**Managing District:**	01 - FIRST
County:	CHARLOTTE	**Geographical District:**	01 - FIRST
Section:	030	**General Compass Direction:**	NORTH
Sub-Section:	000	**Governmental Jurisdiction:**	STATE DEPT. OF TRANSPORTATION
Beg. MP:	0.000	**System:**	STATE HIGHWAYS
End. MP:	18.337	**State Highway System:**	PRIMARY
Gross Length:	18.337	**Controlling City:**	
Net Length:	18.337	**RCI Established Date:**	11/15/1977
Type:	MAINLINE	**Stationing Exceptions Exist?**	NO
Mode Type:	ROADWAY	**Features / Characteristics Exist?**	YES
Overall Status:	ACTIVE ON THE SHS		
State Owned:	100%		
Overall Description:	SR-31		

Last Updated By: RCICNVRT On: 06/29/1990

Beg. MP	End. MP	Characteristic	Value
0.000	18.337	114 - LOCAL NAME OF FACILITY	SR 31
0.000	1.261	120 - TYPE OF ROAD	0 - NOT DIVIDED
1.261	1.554	120 - TYPE OF ROAD	2 - DIVIDED
1.554	1.889	120 - TYPE OF ROAD	0 - NOT DIVIDED
1.889	2.075	120 - TYPE OF ROAD	2 - DIVIDED
2.075	12.050	120 - TYPE OF ROAD	0 - NOT DIVIDED
12.050	12.203	120 - TYPE OF ROAD	2 - DIVIDED
12.203	18.337	120 - TYPE OF ROAD	0 - NOT DIVIDED
0.000	18.337	140 - SECTION STATUS EXCEPTION	02 - ACTIVE ON THE SHS

Feature and Characteristics History Detail List Screen

Clicking a characteristic link opens the *Feature and Characteristics History Detail List* screen.



Read Only Mode

Roadway Characteristics Inventory

Help | Login

4/1/2013 8:54AM EST

Main | Feat/Char | Roadway ID | Routes | Reports | History | Other

Feature and Characteristics History Detail List

History Data recorded on: 08/31/2010

Roadway ID:	Man-Dist:	Geo-Dist:	County:	Beg. MP:	End. MP:	Net Length:	Overall Status:
01030000	01	01	CHARLOTTE	0.000	18.337	18.337	ACTIVE ON THE SHS

Description: SR-31

Hide Details | Previous | Next

Feature 251 - INTERSECTION — POINT/ INTERLOCKING

Beg. MP: 0.000 | **End. MP:** | **Side:** COMPOSITE | **Beg.:** | **End.:** | **Latitude** | **Longitude** | Geospatial | **Location Updated By:** RCICNVRT **On:** 10/02/2004

Characteristic: BEGSECNM - BEG.RDWY.SECTION POINT DESC.
Value: LEE CO LINE ID NO.
Char. Updated By: KNFTEBS **On:** 06/26/2008

Beg. MP: 0.125 | **End. MP:** | **Side:** COMPOSITE | **Beg.:** | **End.:** | **Latitude** | **Longitude** | Geospatial | **Location Updated By:** RCICNVRT **On:** 10/02/2004

Characteristic: INTSDIR2 - 90 DEGREES LEFT
Value: SUSAN DR ID NO.
Char. Updated By: KNFTEBS **On:** 06/26/2008

Characteristic: INTSRTP2 - INTERSECTION SURFACE TYPE2
Value: A - ASPHALT CODE
Char. Updated By: RCICNVRT **On:** 11/06/1985

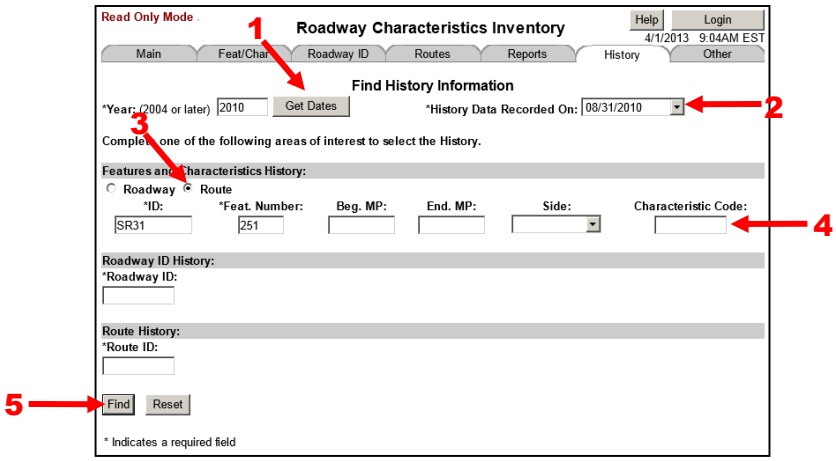
Beg. MP: 1.135 | **End. MP:** | **Side:** COMPOSITE | **Beg.:** | **End.:** | **Latitude** | **Longitude** | Geospatial | **Location Updated By:** RCICNVRT **On:** 10/02/2004

Characteristic: INTSDIR2 - 90 DEGREES LEFT
Value: HORSESHOE RD ID NO.
Char. Updated By: KNFTEBS **On:** 06/26/2008

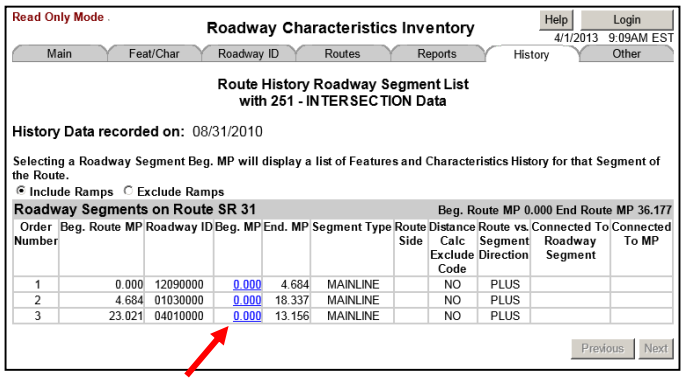
Characteristic: INTSRTP2 - INTERSECTION SURFACE TYPE2 — **Char. Updated**

Searching for a Route ID

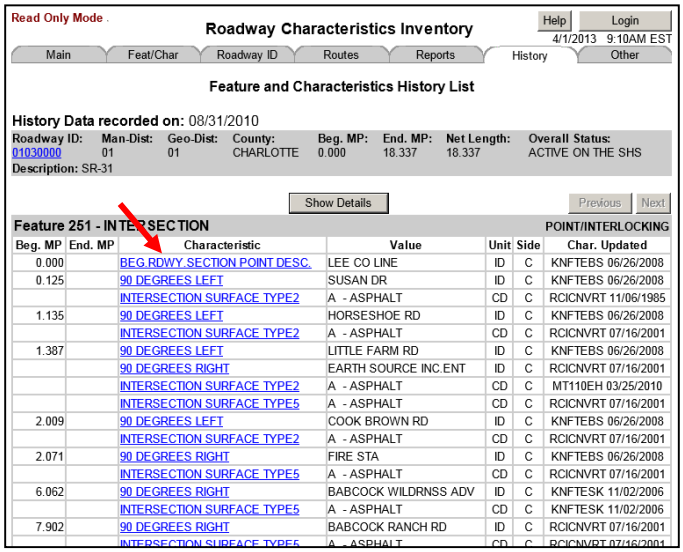
1. Enter the **Year** then click **Get Dates**.
2. Select a date from the dropdown menu.
3. Select the **Route** radio button.
4. Enter at least an **ID** and **Feat Number**.
5. Click **Find**.

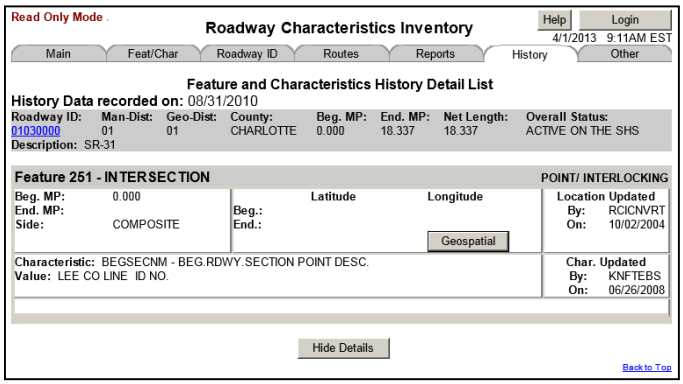


Click a **Beg. MP** column link to open the *Feature and Characteristics History List* screen.



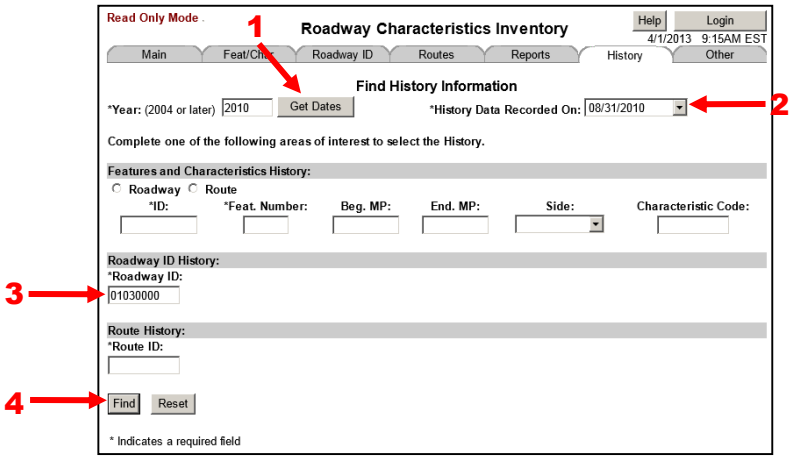
Click a **Characteristic** link to open the *Feature and Characteristics History Detail List* screen.





The Roadway ID Method

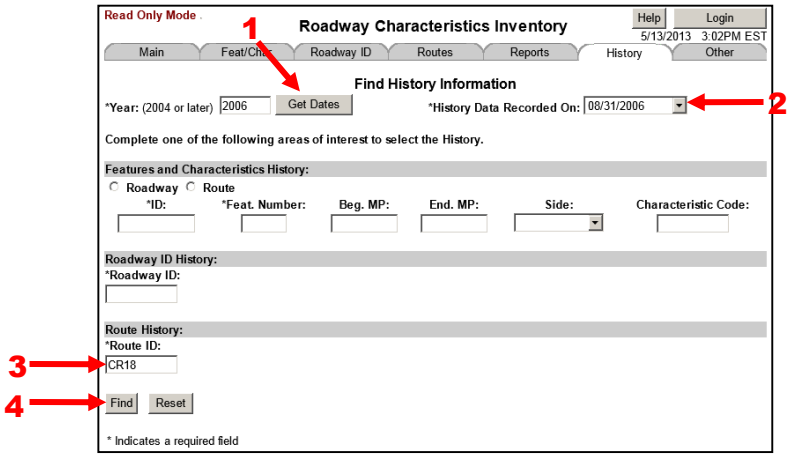
1. Enter the **Year** then click **Get Dates**.
2. Select a date from the dropdown menu.
3. Enter a **Roadway ID**.
4. Click **Find**.



This will open the *Roadway ID History* screen.

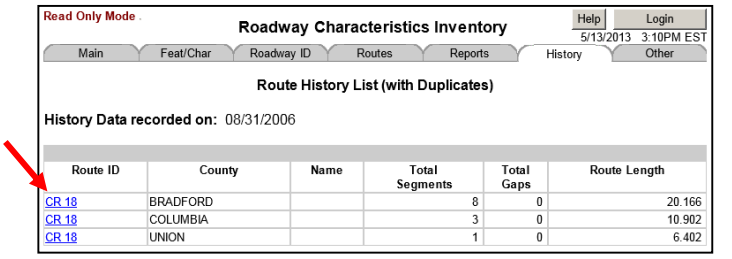
The Route History Method

1. Enter the **Year** then click **Get Dates**.
2. Select a date from the dropdown menu.
3. Enter a **Route ID**.
4. Click **Find**.



Route History List (with Duplicates) Screen

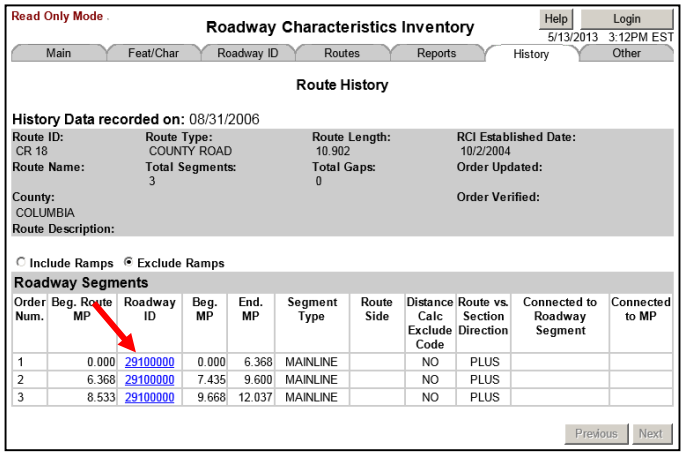
If more than one route exists with the same route ID, the *Route History List (with Duplicates)* screen will open. Click on a **Route ID** link to open the *Route History* screen.



Route ID	County	Name	Total Segments	Total Gaps	Route Length
CR 18	BRADFORD		8	0	20.166
CR 18	COLUMBIA		3	0	10.902
CR 18	UNION		1	0	6.402

Route History Screen

This screen displays the **History Data Recorded on** date, route header information, and the **Roadway Segments** table. Click a **Roadway ID** link to open the *Roadway ID History* screen (previously shown).



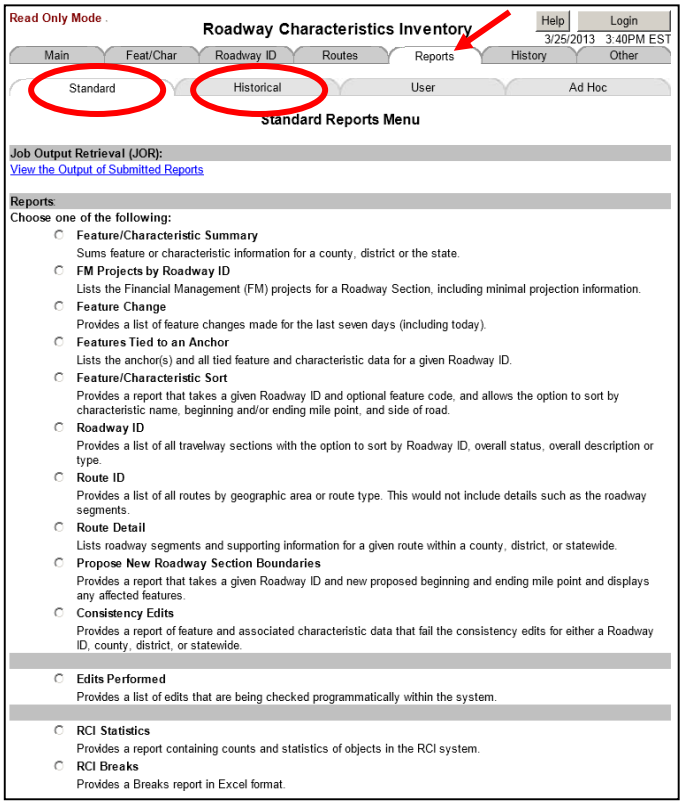
REPORTS TAB

The **Reports** tab has two functioning sub-tabs that allow for preparation of several types of reports. You do not have to be logged in to RCI to use the **Reports** tab. When not logged in, the reports are generated from a general user account. Remember the job number. If you are logged in, then any reports you generate will be associated with your user account. That means only you can view/download them.

- Standard – Provides a list of predefined reports.
- Historical – Provides a historical report.
- User – No longer supported.
- Ad Hoc – No longer supported.

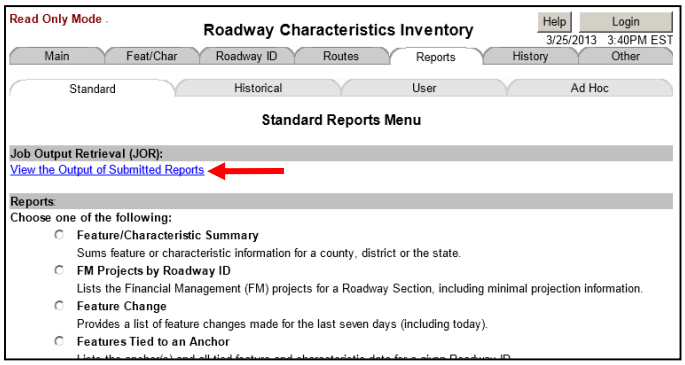
Standard Sub-tab

The Standard sub-tab displays the *Standard Reports Menu* screen.



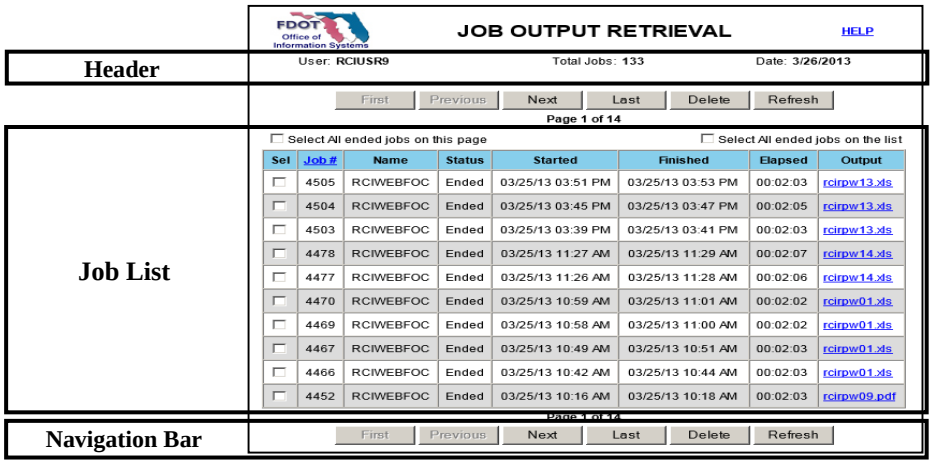
Job Output Retrieval (JOR) Link

This link opens the *Job Output Retrieval* screen.



Job Output Retrieval Screen

Use this to view/download generated reports. It may take several minutes for the report to generate. In order to refresh the list, use the refresh button, not the browser's refresh button. Click on the link in the output column to retrieve a report. To delete the report, select the checkbox then click the delete button. Reports are automatically deleted every few days. This screen has three sections, header, job list, and navigation bar.



Sel	Job #	Name	Status	Started	Finished	Elapsed	Output
	4505	RCIWEBFOC	Ended	03/25/13 03:51 PM	03/25/13 03:53 PM	00:02:03	rcirpw13.xls
	4504	RCIWEBFOC	Ended	03/25/13 03:45 PM	03/25/13 03:47 PM	00:02:05	rcirpw13.xls
	4503	RCIWEBFOC	Ended	03/25/13 03:39 PM	03/25/13 03:41 PM	00:02:03	rcirpw13.xls
	4478	RCIWEBFOC	Ended	03/25/13 11:27 AM	03/25/13 11:29 AM	00:02:07	rcirpw14.xls
	4477	RCIWEBFOC	Ended	03/25/13 11:26 AM	03/25/13 11:28 AM	00:02:06	rcirpw14.xls
	4470	RCIWEBFOC	Ended	03/25/13 10:59 AM	03/25/13 11:01 AM	00:02:02	rcirpw01.xls
	4469	RCIWEBFOC	Ended	03/25/13 10:58 AM	03/25/13 11:00 AM	00:02:02	rcirpw01.xls
	4467	RCIWEBFOC	Ended	03/25/13 10:49 AM	03/25/13 10:51 AM	00:02:03	rcirpw01.xls
	4466	RCIWEBFOC	Ended	03/25/13 10:42 AM	03/25/13 10:44 AM	00:02:03	rcirpw01.xls
	4452	RCIWEBFOC	Ended	03/25/13 10:16 AM	03/25/13 10:18 AM	00:02:03	rcirpw09.pdf

Header

- User – The user ID of the user that has submitted the batch job. The batch job runs using this identification.
- Total Jobs – The total number of jobs submitted by the user existing in the job list.
- Date – Current date.

Job List

- Job # – A unique job number that is assigned to each batch job. If the number appears as a link, clicking it opens the job log.
- Job Name – The job name specified for the batch job.
- Status – Current status of the batch job. Some status values are followed by a number in parenthesis. This value is the status code for the batch job. Possible values for status include:
  - Initializing – Used when a job is first submitted. If the status does not change after 60 seconds, the job submission did not complete successfully.
  - Awaiting Exec. – The job is waiting to execute.
  - Canceled(nn) – The job was canceled by the user, an administrator, or a server operator (nn=64). The job canceled because it exceeded the allowed CPU time for the job (nn=61). The job was canceled because it exceeded the allowed elapsed time for the job (nn=62). The job was canceled because it exceeded the allowed memory for the job (nn=63).
  - Ended(nn) – The job has terminated with a status code of nn. If nn is negative, the batch job has terminated abnormally.
  - Fix then Release – The job has been held by the batch job server because an error occurred during the job submission or when the batch job server attempted to start the job. Refer to the job's log to determine the cause of the error. Once the problem is corrected, use the release job(s) command to release the job for execution.
  - Held by Operator – All jobs awaiting execution (including this one) have been held by an administrator or server operator. Only an administrator or server operator can release the job.
  - Pending Release – The job has been held (use the release job(s) command to release the job for execution).
  - Running(nn) – The job is currently running and the status code is set to nn.
  - Unknown – The batch job server was not running when this job terminated. This status will normally be displayed for jobs that are lost when the server has crashed and is then restated.
  - Waiting to Purge – The job is about to be purged from the active job list.
- Started – The date and time the job execution started.
- Finished – The date and time the job execution ended.
- Elapsed – The elapsed time for the job in HH:MM:SS format.
- Output – Shows the output file names. A job creates one or more output files. For every output file, a separate row in the list is displayed. If the file name appears as a link, clicking it opens the output file.

Navigation Bar

- Select All ended jobs on this page – By checking this checkbox, all the ended jobs in the page are checked. By unchecking this checkbox, all the ended jobs in the page are unchecked.
- Select All ended jobs on the list – Checking this checkbox indicates the delete button to delete all the ended jobs when the delete button is clicked. When this checkbox is checked, the select all ended jobs on this page checkbox and each individual job checkbox are disabled.
- First – Go to the first page.
- Previous – Go to the previous page.
- Next – Go to the next page.
- Last – go to the last page.
- Delete – Deletes selected jobs.
- Refresh – Redisplay the page to reflect the current status.

Reports

The following reports are available on the *Standard Reports Menu* screen. Examples of these screens and reports are shown on the following pages.

- Feature/Characteristic Summary
- FM Projects by Roadway ID
- Feature Change
- Features Tied to an Anchor
- Feature/Characteristic Sort
- Roadway ID
- Route ID
- Route Detail
- Propose New Roadway Section Boundaries
- Consistency Edits
- Edits Performed
- RCI Statistics
- RCI Breaks

Click the appropriate radio button for the desired report. Enter the reporting criteria, then click **Submit**. This takes you back to the Standard sub-tab but has the text, "YOUR REQUEST HAS BEEN SUBMITTED. REPORT NUMBER IS: XXXX." To view the report, click the link in the **Output** column.

Feature/Characteristic Summary

Sums feature or characteristic information for a county, District, or statewide.

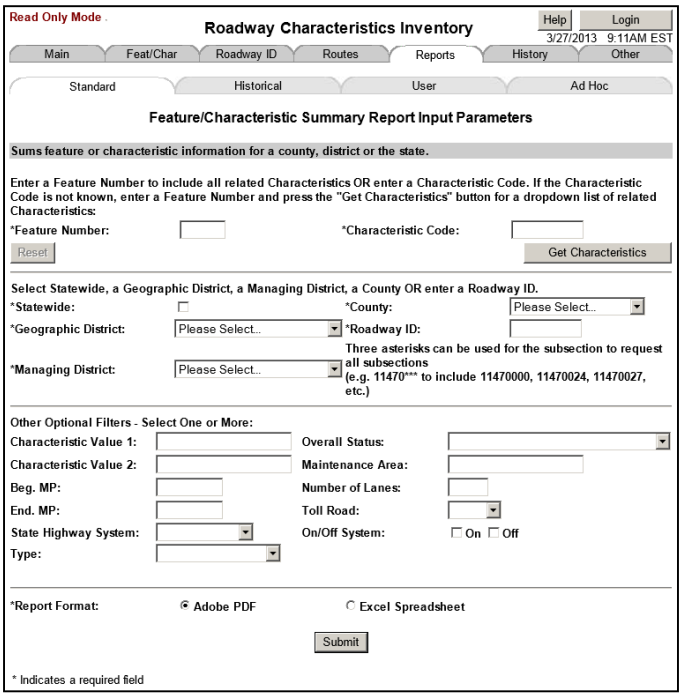
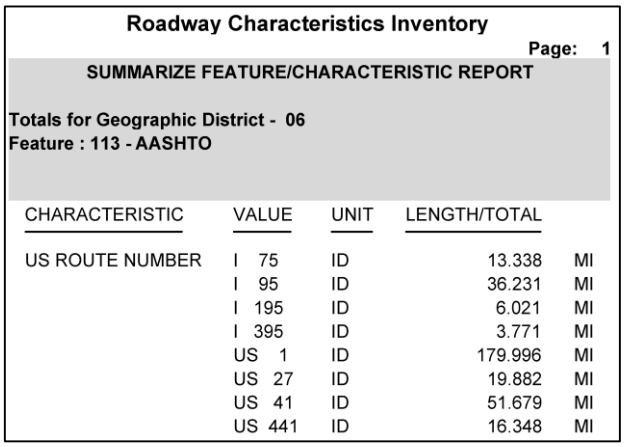


Figure 6B – Example Feature/Characteristic Summary Report



Roadway Characteristics Inventory

Page: 1

SUMMARIZE FEATURE/CHARACTERISTIC REPORT

Totals for Geographic District - 06
Feature : 113 - AASHTO

CHARACTERISTIC	VALUE	UNIT	LENGTH/TOTAL	
US ROUTE NUMBER	I 75	ID	13.338	MI
	I 95	ID	36.231	MI
	I 195	ID	6.021	MI
	I 395	ID	3.771	MI
	US 1	ID	179.996	MI
	US 27	ID	19.882	MI
	US 41	ID	51.679	MI
	US 441	ID	16.348	MI

FM Projects by Roadway ID

Lists the Financial Management (FM) projects for a roadway section, including minimal projection information.

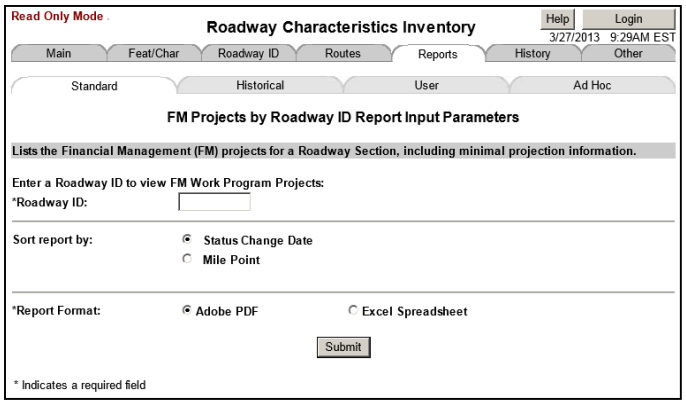
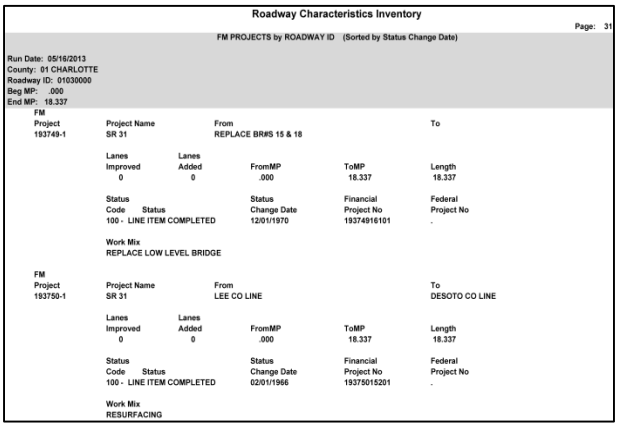


Figure 6C – Example FM Projects by Roadway ID Report



Roadway Characteristics Inventory

Page: 31

FM PROJECTS by ROADWAY ID (Sorted by Status Change Date)

Run Date: 05/16/2013
County: 01 CHARLOTTE
Roadway ID: 01030000
Beg MP: .000
End MP: 18.337

FM Project	Project Name	From	To
193749-1	SR 31	REPLACE BR#S 15 & 18	

Lanes Improved	Lanes Added	FromMP	ToMP	Length
0	0	.000	18.337	18.337

Status Code	Status	Status Change Date	Financial Project No	Federal Project No
100 -	LINE ITEM COMPLETED	12/01/1970	19374916101	-

Work Mix
REPLACE LOW LEVEL BRIDGE

FM Project	Project Name	From	To
193750-1	SR 31	LEE CO LINE	DESOTO CO LINE

Lanes Improved	Lanes Added	FromMP	ToMP	Length
0	0	.000	18.337	18.337

Status Code	Status	Status Change Date	Financial Project No	Federal Project No
100 -	LINE ITEM COMPLETED	02/01/1966	19375015201	-

Work Mix
RESURFACING

Feature Change

Provides a list of feature changes made for the last seven days, including the day the report was run.

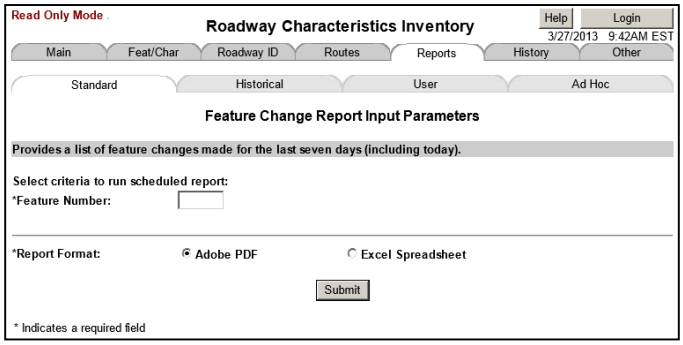
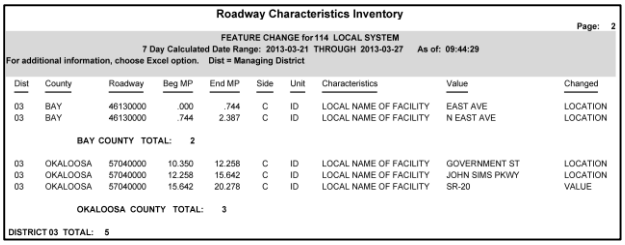


Figure 6D – Example Feature Change Report



Roadway Characteristics Inventory

Page: 2

FEATURE CHANGE for 114 LOCAL SYSTEM
7 Day Calculated Date Range: 2013-03-21 THROUGH 2013-03-27 As of: 09:44:29
For additional information, choose Excel option. Dist = Managing District

Dist	County	Roadway	Beg MP	End MP	Side	Unit	Characteristics	Value	Changed
03	BAY	46130000	.000	.744	C	ID	LOCAL NAME OF FACILITY	EAST AVE	LOCATION
03	BAY	46130000	.744	2.387	C	ID	LOCAL NAME OF FACILITY	N EAST AVE	LOCATION
	BAY COUNTY TOTAL: 2								
03	OKALOOSA	57040000	10.350	12.258	C	ID	LOCAL NAME OF FACILITY	GOVERNMENT ST	LOCATION
03	OKALOOSA	57040000	12.258	15.642	C	ID	LOCAL NAME OF FACILITY	JOHN SIMS PKWY	LOCATION
03	OKALOOSA	57040000	15.642	20.278	C	ID	LOCAL NAME OF FACILITY	SR-20	VALUE
	OKALOOSA COUNTY TOTAL: 3								

DISTRICT 03 TOTAL: 5

Features Tied to an Anchor

Lists the anchor(s) and all tied feature and characteristic data for a given roadway ID.

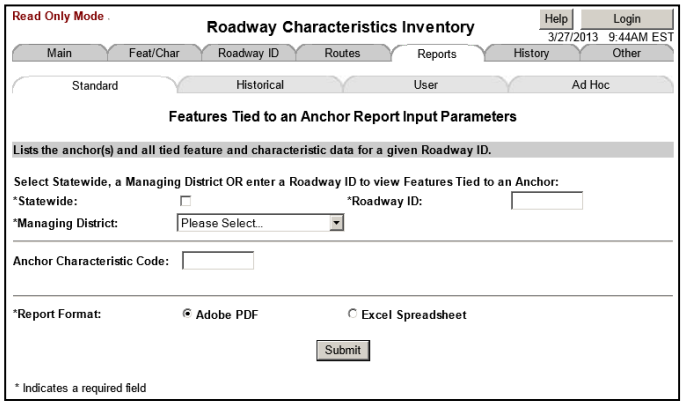
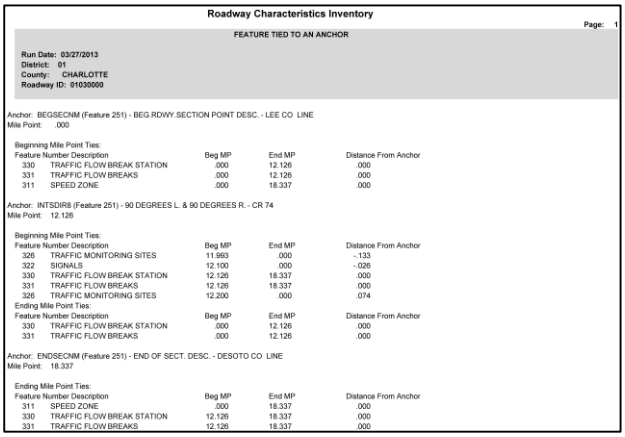


Figure 6E – Example Features Tied to an Anchor Report



Roadway Characteristics Inventory

Page: 1

FEATURE TIED TO AN ANCHOR

Run Date: 03/27/2013
District: 01
County: CHARLOTTE
Roadway ID: 01030000

Anchor: BEGSECNM (Feature 251) - BEG.RDWY.SECTION POINT DESC. - LEE CO LINE
Mile Point: .000

Beginning Mile Point Ties:

Feature Number	Description	Beg MP	End MP	Distance From Anchor
330	TRAFFIC FLOW BREAK STATION	.000	12.126	.000
331	TRAFFIC FLOW BREAKS	.000	12.126	.000
311	SPEED ZONE	.000	18.337	.000

Anchor: INTSDIR8 (Feature 251) - 90 DEGREES L. & 90 DEGREES R. - CR 74
Mile Point: 12.126

Beginning Mile Point Ties:

Feature Number	Description	Beg MP	End MP	Distance From Anchor
326	TRAFFIC MONITORING SITES	11.993	.000	-.133
322	SIGNALS	12.100	.000	-.026
330	TRAFFIC FLOW BREAK STATION	12.126	18.337	.000
331	TRAFFIC FLOW BREAKS	12.126	18.337	.000
326	TRAFFIC MONITORING SITES	12.200	.000	.074

Ending Mile Point Ties:

Feature Number	Description	Beg MP	End MP	Distance From Anchor
330	TRAFFIC FLOW BREAK STATION	.000	12.126	.000
331	TRAFFIC FLOW BREAKS	.000	12.126	.000

Anchor: ENDSECNM (Feature 251) - END OF SECT. DESC. - DESOTO CO LINE
Mile Point: 18.337

Ending Mile Point Ties:

Feature Number	Description	Beg MP	End MP	Distance From Anchor
311	SPEED ZONE	.000	18.337	.000
330	TRAFFIC FLOW BREAK STATION	12.126	18.337	.000
331	TRAFFIC FLOW BREAKS	12.126	18.337	.000

Feature/Characteristic Sort

Provides a report of sorted features and characteristics for a roadway ID.

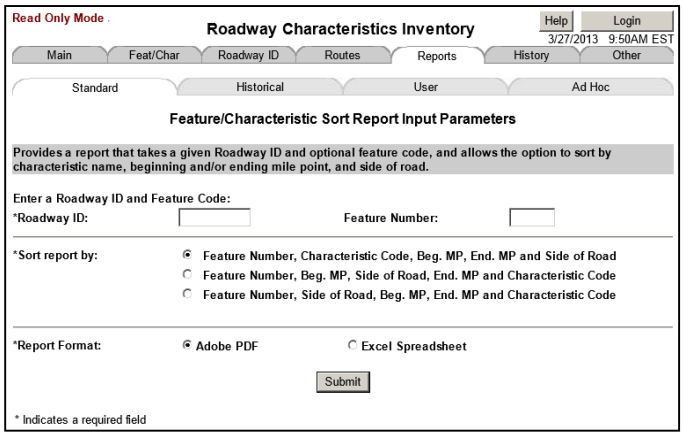
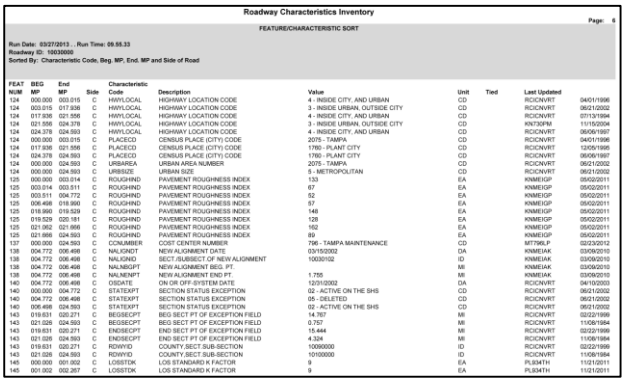


Figure 6F – Example Feature/Characteristic Sort Report



Roadway Characteristics Inventory

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FEATURE/CHARACTERISTIC SORT

Run Date: 03/27/2013 , Run Time: 09:55:33
Roadway ID: 10030000
Sorted By: Characteristic Code, Beg. MP, End. MP and Side of Road

FEAT NUM	BEG MP	End MP	Side	Characteristic Code	Description	Value	Unit	Tied	Last Updated	
124	000.000	003.015	C	HWYLOCAL	HIGHWAY LOCATION CODE	4 - INSIDE CITY, AND URBAN	CD		RCICNVRT	04/01/1996
124	003.015	017.936	C	HWYLOCAL	HIGHWAY LOCATION CODE	3 - INSIDE URBAN, OUTSIDE CITY	CD		RCICNVRT	06/21/2002
124	017.936	021.556	C	HWYLOCAL	HIGHWAY LOCATION CODE	4 - INSIDE CITY, AND URBAN	CD		RCICNVRT	07/13/1994
124	021.556	024.378	C	HWYLOCAL	HIGHWAY LOCATION CODE	3 - INSIDE URBAN, OUTSIDE CITY	CD		KN730PM	11/15/2004
124	024.378	024.593	C	HWYLOCAL	HIGHWAY LOCATION CODE	4 - INSIDE CITY, AND URBAN	CD		RCICNVRT	06/06/1997
124	000.000	003.015	C	PLACECD	CENSUS PLACE (CITY) CODE	2075 - TAMPA	CD		RCICNVRT	04/01/1996
124	017.936	021.556	C	PLACECD	CENSUS PLACE (CITY) CODE	1760 - PLANT CITY	CD		RCICNVRT	12/05/1995
124	024.378	024.593	C	PLACECD	CENSUS PLACE (CITY) CODE	1760 - PLANT CITY	CD		RCICNVRT	06/06/1997
124	000.000	024.593	C	URBAREA	URBAN AREA NUMBER	2075 - TAMPA	CD		RCICNVRT	06/21/2002
124	000.000	024.593	C	URBSIZE	URBAN SIZE	5 - METROPOLITAN	CD		RCICNVRT	06/21/2002
125	000.000	003.014	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	133	EA		KNMEIGP	05/02/2011
125	003.014	003.511	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	67	EA		KNMEIGP	05/02/2011
125	003.511	004.772	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	52	EA		KNMEIGP	05/02/2011
125	006.498	018.990	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	57	EA		KNMEIGP	05/02/2011
125	018.990	019.529	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	148	EA		KNMEIGP	05/02/2011
125	019.529	020.181	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	128	EA		KNMEIGP	05/02/2011
125	021.062	021.866	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	162	EA		KNMEIGP	05/02/2011
125	021.866	024.593	C	ROUGHIND	PAVEMENT ROUGHNESS INDEX	89	EA		KNMEIGP	05/02/2011
137	000.000	024.593	C	CCNUMBER	COST CENTER NUMBER	796 - TAMPA MAINTENANCE	CD		MT796LP	02/23/2012
138	004.772	006.498	C	NALIGNDT	NEW ALIGNMENT DATE	03/15/2002	DA		KNMEIAK	03/09/2010
138	004.772	006.498	C	NALIGNID	SECT./SUBSECT OF NEW ALIGNMENT	10030102	ID		KNMEIAK	03/09/2010
138	004.772	006.498	C	NALNBGPT	NEW ALIGNMENT BEG. PT.		MI		KNMEIAK	03/09/2010
138	004.772	006.498	C	NALNENPT	NEW ALIGNMENT END PT.	1.755	MI		KNMEIAK	03/09/2010
140	004.772	006.498	C	OSDATE	ON OR OFF-SYSTEM DATE	12/31/2002	DA		RCICNVRT	04/10/2003
140	000.000	004.772	C	STATEXPT	SECTION STATUS EXCEPTION	02 - ACTIVE ON THE SHS	CD		RCICNVRT	06/21/2002
140	004.772	006.498	C	STATEXPT	SECTION STATUS EXCEPTION	05 - DELETED	CD		RCICNVRT	06/21/2002
140	006.498	024.593	C	STATEXPT	SECTION STATUS EXCEPTION	02 - ACTIVE ON THE SHS	CD		RCICNVRT	06/21/2002
143	019.631	020.271	C	BEGSECPT	BEG SECT PT OF EXCEPTION FIELD	14.767	MI		RCICNVRT	02/22/1999
143	021.026	024.593	C	BEGSECPT	BEG SECT PT OF EXCEPTION FIELD	0.757	MI		RCICNVRT	11/08/1984
143	019.631	020.271	C	ENDSECPT	END SECT PT OF EXCEPTION FIELD	15.444	MI		RCICNVRT	02/22/1999
143	021.026	024.593	C	ENDSECPT	END SECT PT OF EXCEPTION FIELD	4.324	MI		RCICNVRT	11/08/1984
143	019.631	020.271	C	RDWYID	COUNTY.SECT.SUB-SECTION	10090000	ID		RCICNVRT	02/22/1999
143	021.026	024.593	C	RDWYID	COUNTY.SECT.SUB-SECTION	10100000	ID		RCICNVRT	11/08/1984
145	000.000	001.002	C	LOSSTDK	LOS STANDARD K FACTOR	9	EA		PL934TH	11/21/2011
145	001.002	002.267	C	LOSSTDK	LOS STANDARD K FACTOR	9	EA		PL934TH	11/21/2011

Roadway ID

Provides a list of roadway IDs with the option to sort by roadway ID, overall status, overall description, or type.

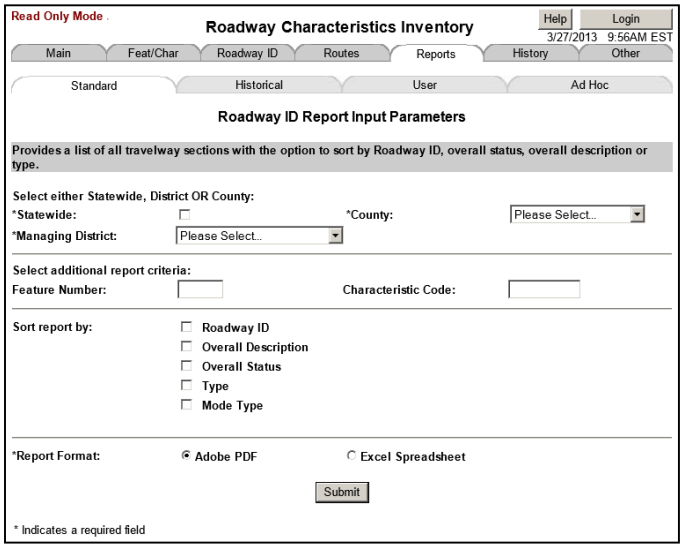
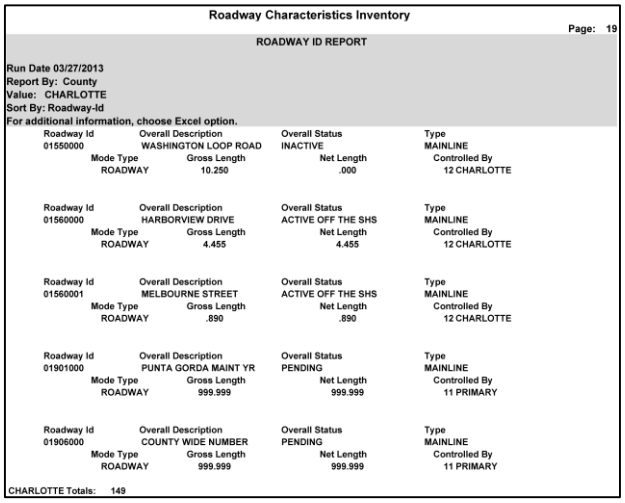


Figure 6G – Example Roadway ID Report



Roadway Characteristics Inventory

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ROADWAY ID REPORT

Run Date 03/27/2013
Report By: County
Value: CHARLOTTE
Sort By: Roadway-Id
For additional information, choose Excel option.

Roadway Id	Overall Description	Overall Status	Type
01550000	WASHINGTON LOOP ROAD	INACTIVE	MAINLINE
Mode Type: ROADWAY	Gross Length: 10.250	Net Length: .000	Controlled By: 12 CHARLOTTE
01560000	HARBORVIEW DRIVE	ACTIVE OFF THE SHS	MAINLINE
Mode Type: ROADWAY	Gross Length: 4.455	Net Length: 4.455	Controlled By: 12 CHARLOTTE
01560001	MELBOURNE STREET	ACTIVE OFF THE SHS	MAINLINE
Mode Type: ROADWAY	Gross Length: .890	Net Length: .890	Controlled By: 12 CHARLOTTE
01901000	PUNTA GORDA MAINT YR	PENDING	MAINLINE
Mode Type: ROADWAY	Gross Length: 999.999	Net Length: 999.999	Controlled By: 11 PRIMARY
01906000	COUNTY WIDE NUMBER	PENDING	MAINLINE
Mode Type: ROADWAY	Gross Length: 999.999	Net Length: 999.999	Controlled By: 11 PRIMARY

CHARLOTTE Totals: 149

Route ID

Provides a list of all routes by geographic area or route type. This does not include details such as roadway segment milepoints.

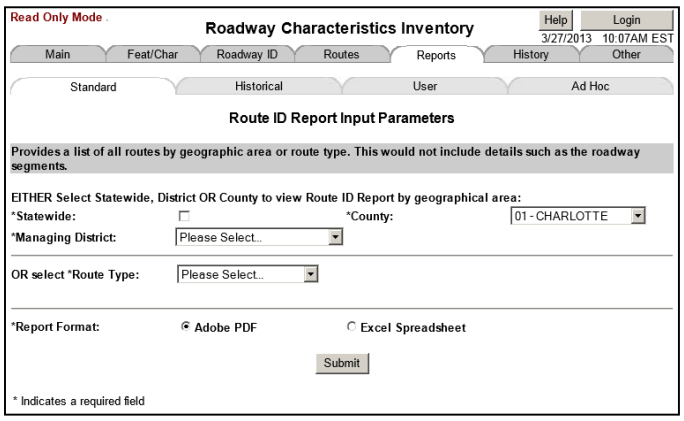
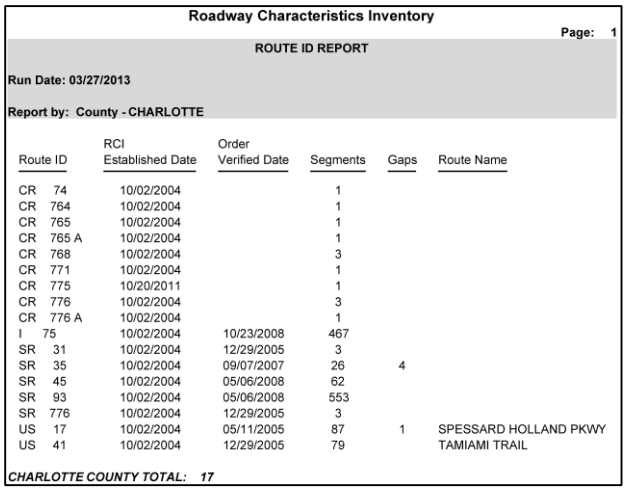


Figure 6H – Example Route ID Report



Roadway Characteristics Inventory

Page: 1

ROUTE ID REPORT

Run Date: 03/27/2013

Report by: County - CHARLOTTE

Route ID	RCI Established Date	Order Verified Date	Segments	Gaps	Route Name
CR 74	10/02/2004		1		
CR 764	10/02/2004		1		
CR 765	10/02/2004		1		
CR 765 A	10/02/2004		1		
CR 768	10/02/2004		3		
CR 771	10/02/2004		1		
CR 775	10/20/2011		1		
CR 776	10/02/2004		3		
CR 776 A	10/02/2004		1		
I 75	10/02/2004	10/23/2008	467		
SR 31	10/02/2004	12/29/2005	3		
SR 35	10/02/2004	09/07/2007	26	4	
SR 45	10/02/2004	05/06/2008	62		
SR 93	10/02/2004	05/06/2008	553		
SR 776	10/02/2004	12/29/2005	3		
US 17	10/02/2004	05/11/2005	87	1	SPESSARD HOLLAND PKWY
US 41	10/02/2004	12/29/2005	79		TAMIAMI TRAIL

CHARLOTTE COUNTY TOTAL: 17

Route Detail

Lists roadway segments and supporting information for a given route within a county, District, or statewide.

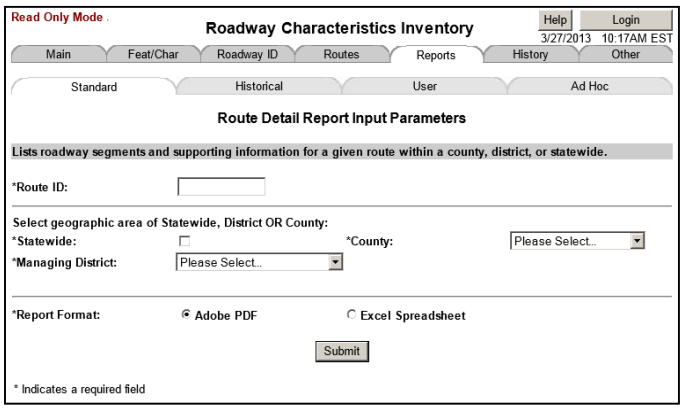
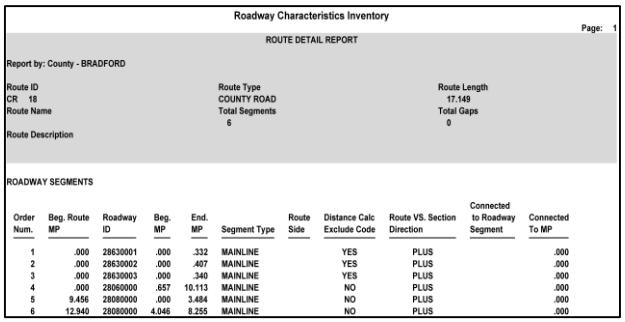


Figure 6I – Example Route Detail Report



Roadway Characteristics Inventory

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ROUTE DETAIL REPORT

Report by: County - BRADFORD

Route ID	Route Type	Route Length
CR 18	COUNTY ROAD	17.149
Route Name	Total Segments	Total Gaps
	6	0
Route Description		

ROADWAY SEGMENTS

Order Num.	Beg. Route MP	Roadway ID	Beg. MP	End. MP	Segment Type	Route Side	Distance Calc Exclude Code	Route VS. Section Direction	Connected to Roadway Segment	Connected To MP
1	.000	28630001	.000	.332	MAINLINE		YES	PLUS		.000
2	.000	28630002	.000	.407	MAINLINE		YES	PLUS		.000
3	.000	28630003	.000	.340	MAINLINE		YES	PLUS		.000
4	.000	28060000	.657	10.113	MAINLINE		NO	PLUS		.000
5	9.456	28080000	.000	3.484	MAINLINE		NO	PLUS		.000
6	12.940	28080000	4.046	8.255	MAINLINE		NO	PLUS		.000

Propose New Roadway Section Boundaries

Provides a list of features and characteristics that will be effected if a roadway is shortened or lengthened.

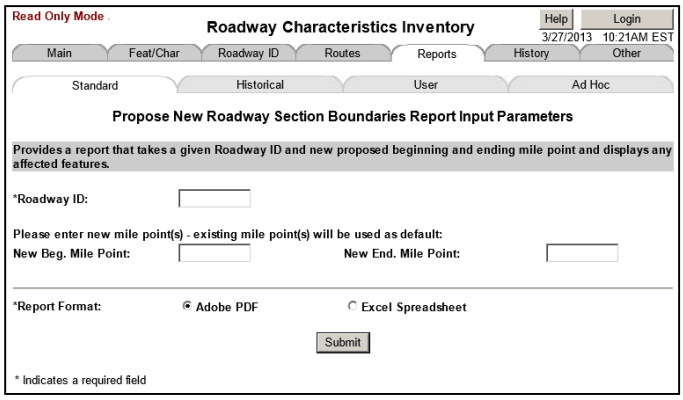
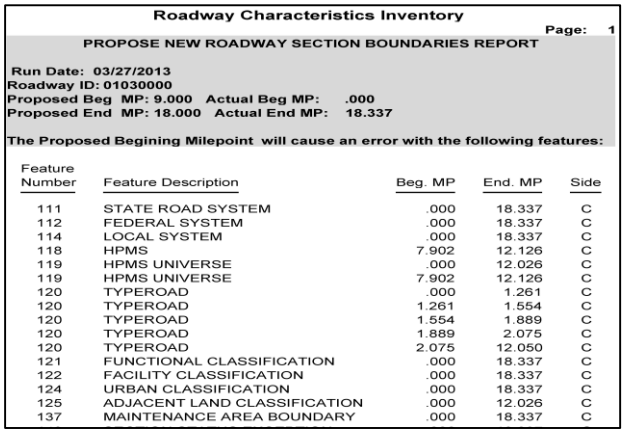


Figure 6J – Example Propose New Roadway Section Boundaries Report



Roadway Characteristics Inventory

Page: 1

PROPOSE NEW ROADWAY SECTION BOUNDARIES REPORT

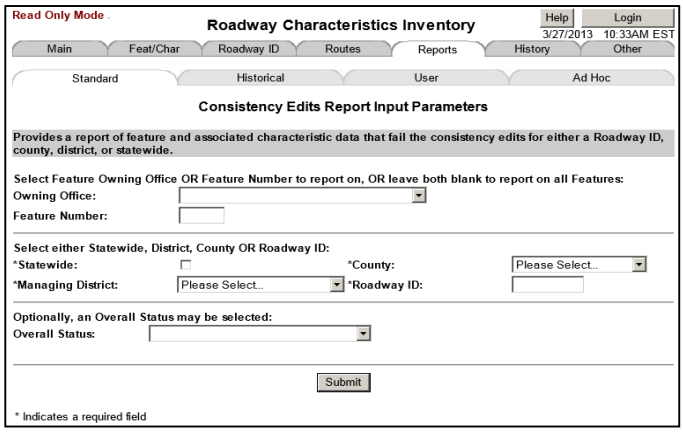
Run Date: 03/27/2013
Roadway ID: 01030000
Proposed Beg MP: 9.000 Actual Beg MP: .000
Proposed End MP: 18.000 Actual End MP: 18.337

The Proposed Begining Milepoint will cause an error with the following features:

Feature Number	Feature Description	Beg. MP	End. MP	Side
111	STATE ROAD SYSTEM	.000	18.337	C
112	FEDERAL SYSTEM	.000	18.337	C
114	LOCAL SYSTEM	.000	18.337	C
118	HPMS	7.902	12.126	C
119	HPMS UNIVERSE	.000	12.026	C
119	HPMS UNIVERSE	7.902	12.126	C
120	TYPEROAD	.000	1.261	C
120	TYPEROAD	1.261	1.554	C
120	TYPEROAD	1.554	1.889	C
120	TYPEROAD	1.889	2.075	C
120	TYPEROAD	2.075	12.050	C
121	FUNCTIONAL CLASSIFICATION	.000	18.337	C
122	FACILITY CLASSIFICATION	.000	18.337	C
124	URBAN CLASSIFICATION	.000	18.337	C
125	ADJACENT LAND CLASSIFICATION	.000	12.026	C
137	MAINTENANCE AREA BOUNDARY	.000	18.337	C

Consistency Edits

Provides a report the data that failed the consistency edits for a roadway ID, county, District, or statewide.

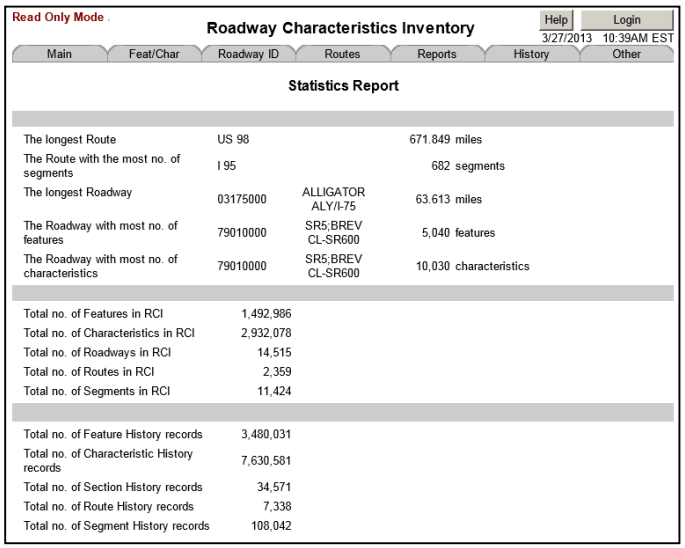


Edits Performed

Provides a list of edits that are being checked programmatically within the system. The list is too long to add a screen shot.

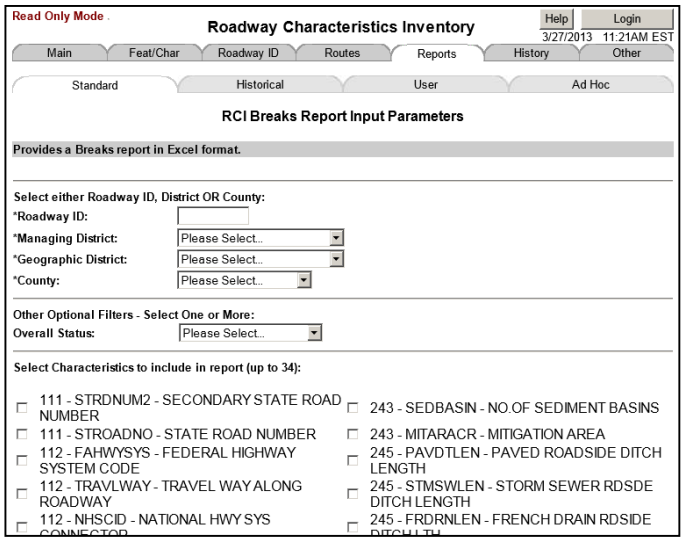
RCI Statistics

Provides a report containing counts and statistics of objects in RCI. This report is not downloadable.



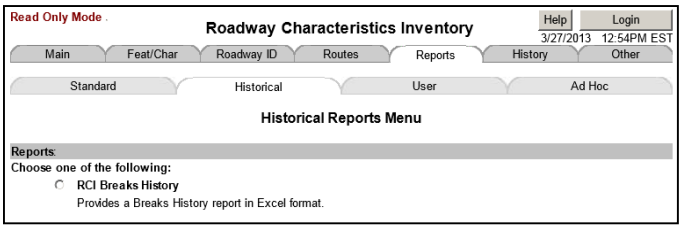
RCI Breaks

Provides a way to search for specific characteristics. The report output is an Excel file.



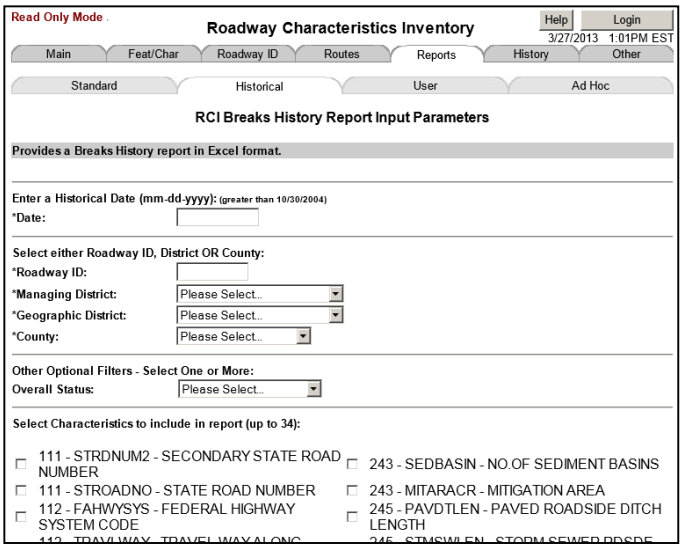
Historical Sub-tab

The Historical sub-tab provides one report option, RCI Breaks History. This report is just like the RCI breaks option under the Standard sub-tab except it uses historical data.



RCI Breaks History

Provides a way to search for specific characteristics using historical RCI data. The report output is an Excel file.

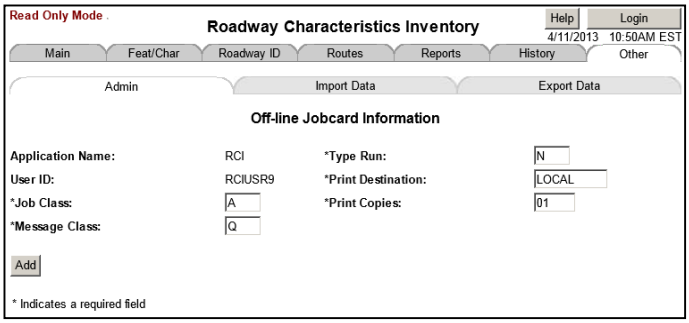


Off-line Jobcard Information

Add Off-line Jobcard Information

The off-line jobcard is essential for batch updating data. Use this option when an off-line jobcard has not been added to the system.

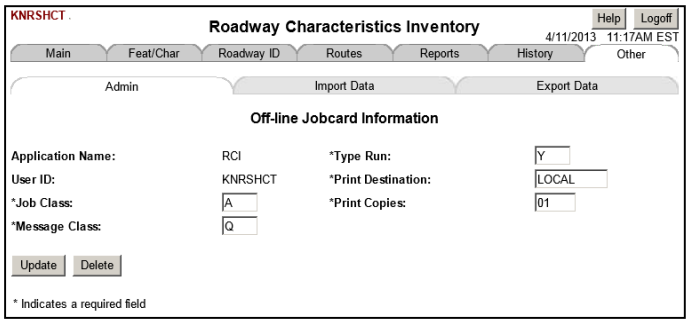
Most, if not all of the information is automatically entered. To add the information to the system click **Add**. Once the information is added to the system, it is saved.



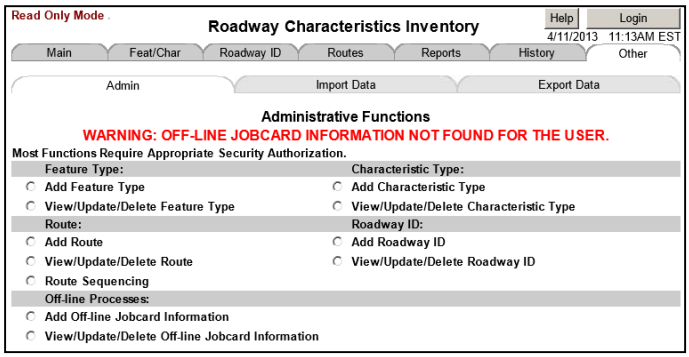
View/Update/Delete Off-line Jobcard Information

Log in and use this option to verify that the system has your off-line jobcard information correct.

.



If the off-line jobcard information is missing, incorrect, or if you is in read only mode, then the following screen will display.



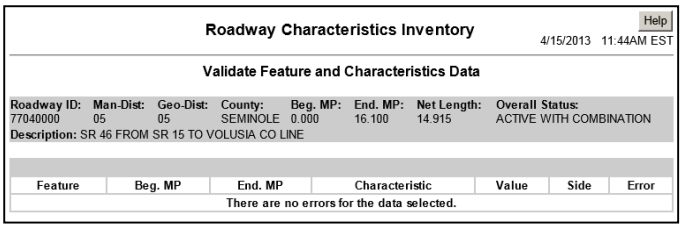
Validate Button

After making any changes to RCI data, it is good practice to click V**alidate**. The **Validate** button opens the *Validate Feature and Characteristics Data* screen. If there is an error, it is noted as shown on the screen below.

<u>Validate Feature and Characteristics Data Screen</u>

This screen lists the RCI header information as well as the feature table data. The feature table data shows the items below:

- Feature Number – Related to the error.
- Beg. MP – BMP of the error.
- End. MP – EMP of the error.
- Characteristic – The characteristic that contains the error.
- Value – The characteristic value in error.
- Side – The side of road with the error.
- Error Message – A description of the error.



<u>Validate Button Error Message Examples</u>

Detailed validate button error examples are:

- TYPEROAD value not uniform for the roadway segment. TYPEROAD could be set to composite, but a median is also coded for the same alignment.
- BEGSECNM not found for the roadway.

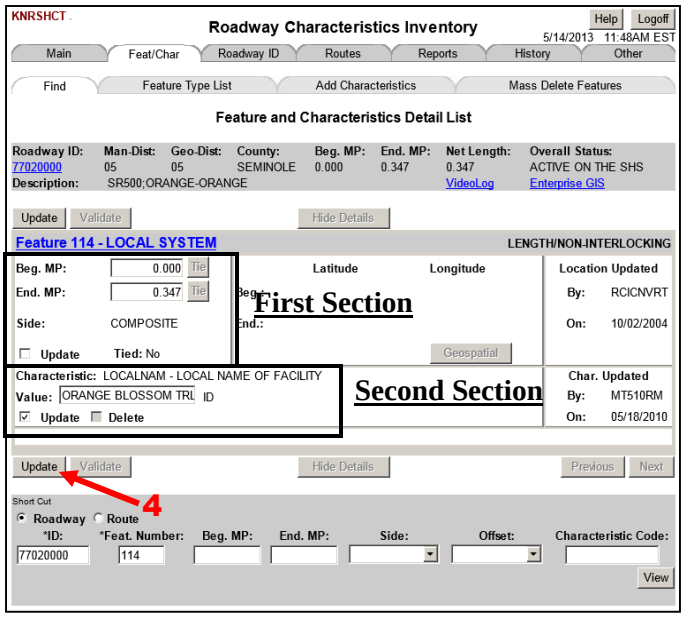
Update Feature and Characteristic Data

This section addresses updating feature and characteristic data. You will need RACF authority in order to update.

1. Open the *Feature and Characteristics List* screen then click **Show Details**.
2. The first section contains the milepoint, roadway side, and geospatial information. If anything has changed, update the data and check the **Update** checkbox within this section.
3. The second section has characteristic information. If anything has changed, update the data and check the **Update** checkbox within this section.
4. Click **Update** at the top or bottom to save the changes.

All buttons except the **Update** button are disabled when one or more checkboxes are checked.

After making changes, the Location Updated information and/or the Char. Updated information update automatically.

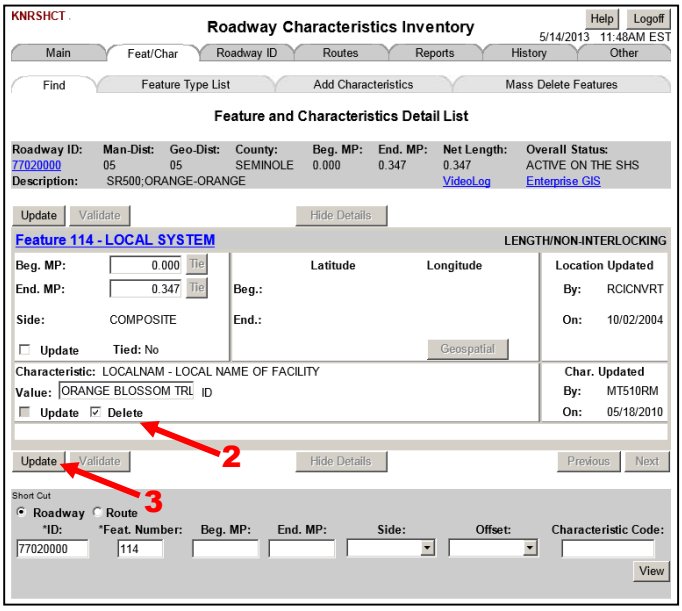


Delete Feature and Characteristic Data

<u>Single Delete Method</u>

This method deletes selected characteristics within a feature. It requires RACF authority.

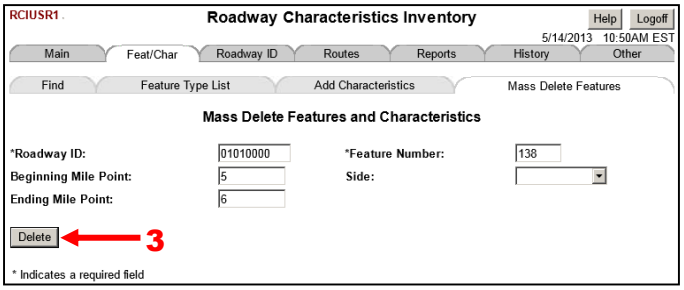
1. Open the *Feature and Characteristics List* screen then click **Show Details**.
2. Check at least one B checkbox.
3. Click **Update**.



<u>Mass Delete Method</u>

Mass deleting requires RACF authority. The Mass Delete Features sub-tab deletes entire features, characteristics, or specified characteristics.

1. Click the **Feat/Char** tab then click the Mass Delete Features sub-tab.
2. Enter a roadway ID, the feature number, BMP (optional), EMP (optional), and side (optional).
3. Click **Delete**.
4. A window will appear saying, "Are you SURE you want to Delete this Feature Number?" Click **OK**.



Mass Delete Rules

- Feature 139 New Alignment cannot be deleted directly. In order to delete it, delete Feature 138.
- Feature 143 Associated Station Exceptions cannot be deleted directly. In order to delete it, delete Feature 141.
- If a milepoint range and/or a side of road are given for the mass delete, any portion of those features and characteristics that fall in the specified range will be deleted.
- If a BMP is not specified, then the starting point will be the BMP of the roadway ID.
- If an EMP is not specified, then the ending point will be the EMP of the roadway ID.
- If a side is not specified, then all sides of the roadway will be deleted.
- If all characteristics for one feature location are deleted, then the feature record will be deleted as well.

Deleting Exceptions

For information on how to delete exceptions see above, Delete Feature and Characteristic Data.

Deleting Realignments

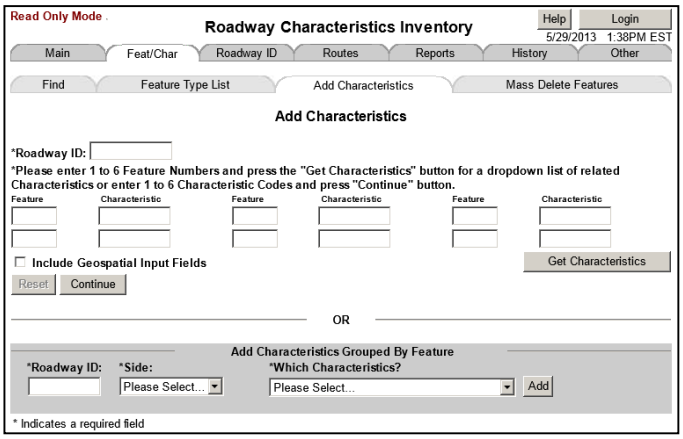
For information on how to delete realignments see above, Delete Feature and Characteristic Data.

Deleting Roadway Segments from a Route

Delete roadway segments from a route by deleting the route's data under Features 111 and 113. See above, Delete Feature and Characteristic Data.

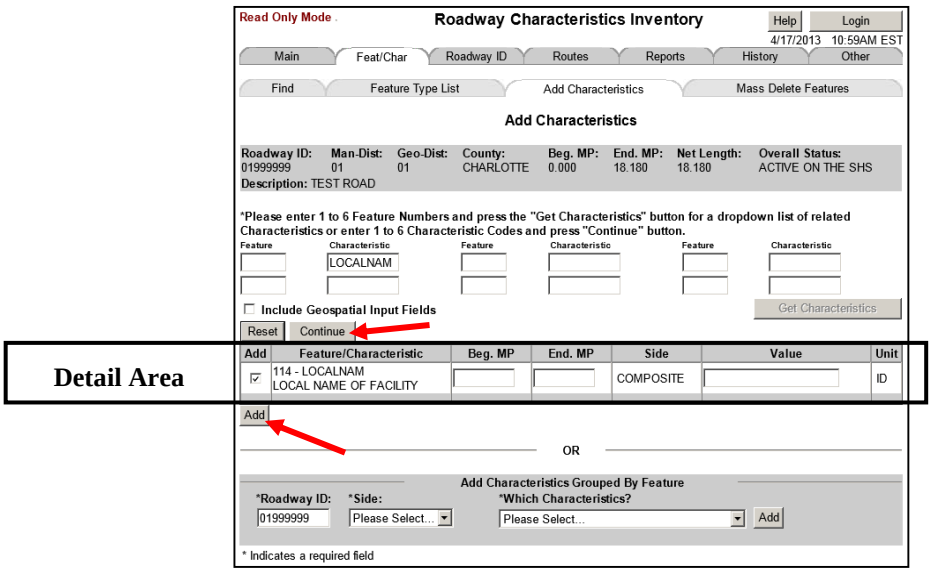
Add Characteristics Sub-tab

This sub-tab allows you to add characteristic data to roadway IDs. Up to six characteristics can be added at a time. There are three methods of adding characteristics: type in, get characteristics, and adding characteristics by group (this is only for Office of Maintenance).



Type in Method

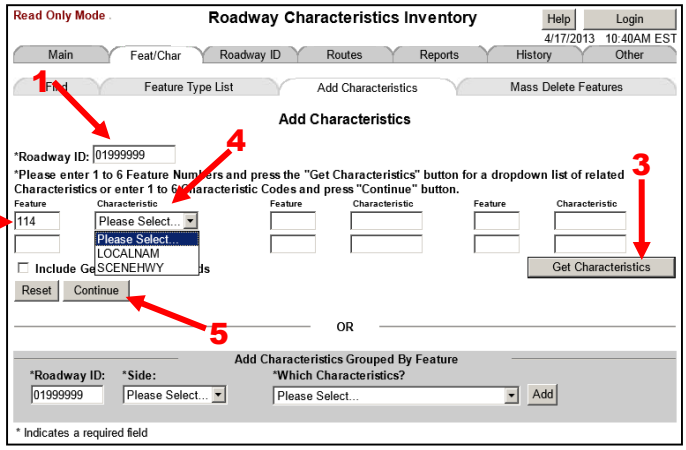
A short cut for adding characteristics is to skip entering the feature number and enter a characteristic code. Enter a roadway ID and a characteristic code, then click **Continue**. The detail area will appear.



Fill in the BMP, EMP, and value fields accordingly. (Depending on the characteristic, the required fields will differ. Enter the necessary information.) Finally, click **Add**. The *Add Characteristics* screen refreshes and the detail area disappears.

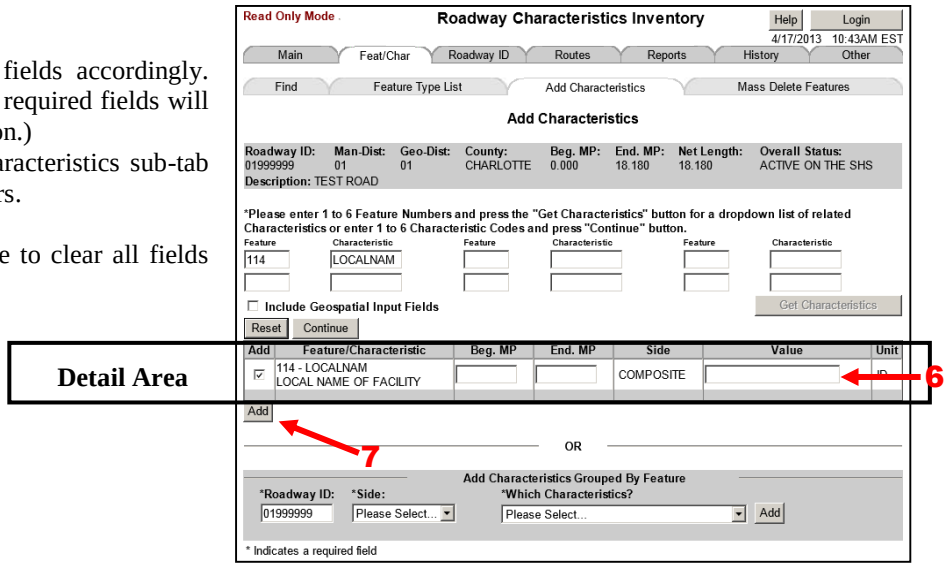
Get Characteristics Method

1. Enter a roadway ID.
2. Enter a feature number or feature numbers.
3. Click **Get Characteristics**.
4. Choose a characteristic from the dropdown menu.
5. Click **Continue** and the detail area will appear.



6. Fill in the BMP, EMP, and value fields accordingly. (Depending on the characteristic, the required fields will differ. Enter the necessary information.)
7. Click the add button. The Add Characteristics sub-tab refreshes and the detail area disappears.

NOTE: Use the reset button at any time to clear all fields except for the roadway ID.



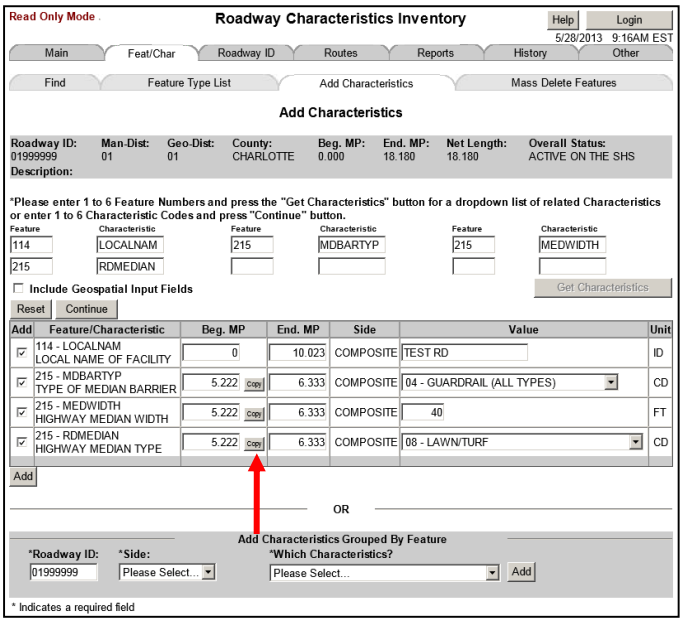
Interlocking Features with Interlocking Characteristics

To the right, characteristics for Feature 215 will be interlocked. Using the **Copy** button reduces milepoint errors and ensures interlocking.

Interlocking means characteristics are coded with the same beginning and ending milepoint range. Once the characteristics within the feature interlock, only the BMP and EMP of the interlocking characteristic group need to be changed, the RCI system will automatically change the milepoints for the entire interlocking group of characteristics.

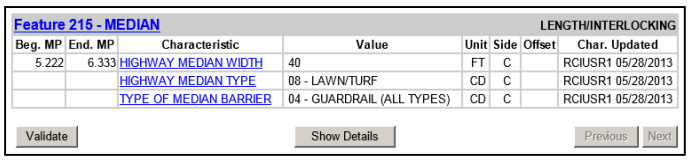
NOTE: Only characteristics within the same feature can be interlocked. Features cannot be interlocked with other features.

Once the characteristics are interlocked within a feature, they cannot be unlocked. In order to unlock them, the single characteristic or group of characteristics must be deleted then re-added.



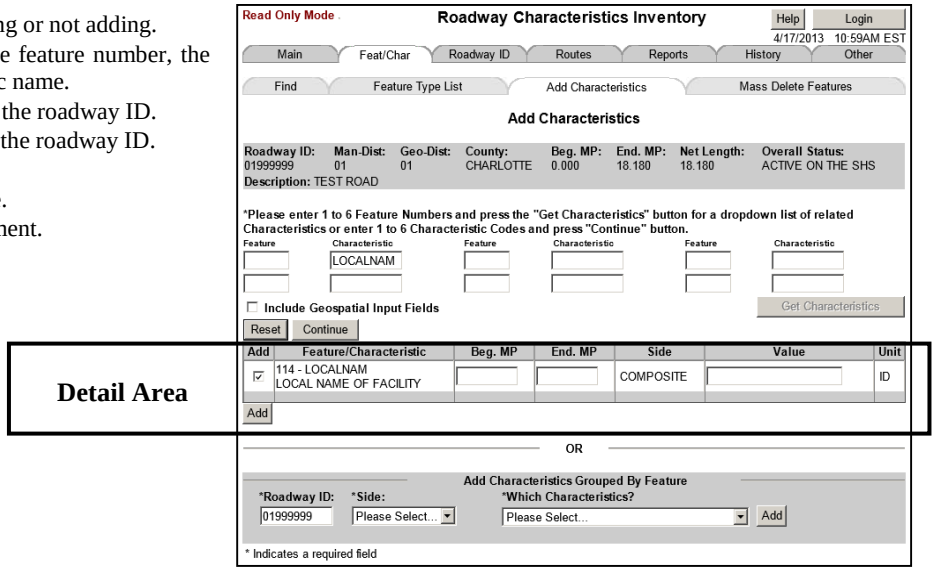
After clicking **Continue**, using either method, the detail area appears.

Interlocking characteristics will appear grouped together like in the image to the right.



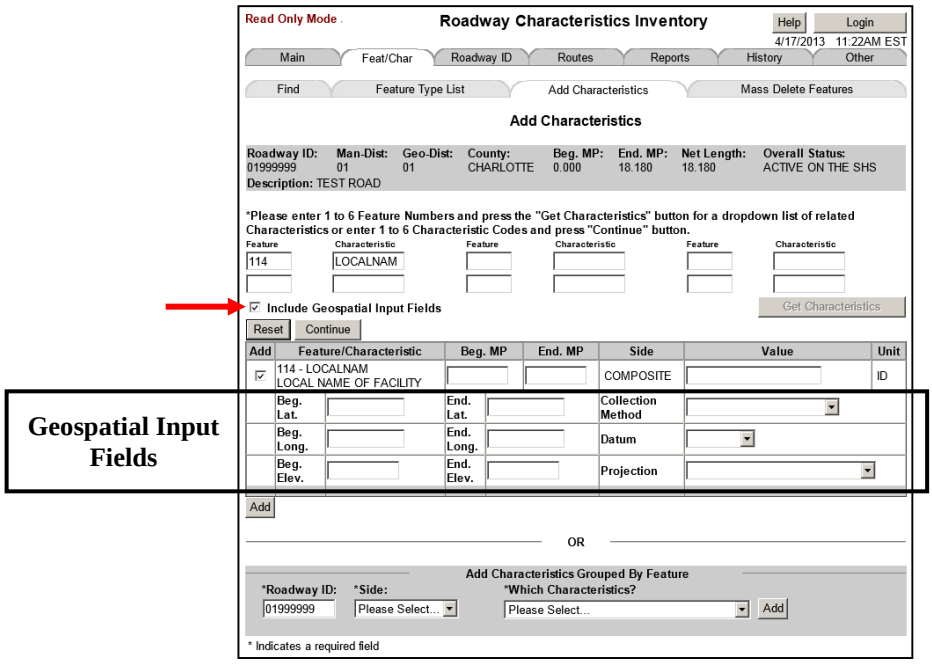
Detail Area

- Add – Contains a checkbox for adding or not adding.
- Feature/Characteristic – Contains the feature number, the characteristic code, and characteristic name.
- Beg. MP– Field to enter the BMP of the roadway ID.
- End. MP– Field to enter the EMP of the roadway ID.
- Side – Left, right, or composite.
- Value – Field to enter the value/code.
- Unit – Contains the unit of measurement.



Include Geospatial Input Fields Checkbox

The Add Characteristics sub-tab includes a checkbox called **Include Geospatial Input Fields**. Check the checkbox to add GPS coordinate information.



Geospatial Input Fields

- Beg. Lat. – Field to enter the beginning latitude.
- Beg. Long. – Field to enter the beginning longitude.
- Beg. Elev. – Field to enter the beginning elevation.
- End Lat. – Field to enter the ending latitude.
- End Long. – Field to enter the ending longitude.
- End Elev. – Field to enter the ending elevation.
- Collection Method – Dropdown menu containing aerial photography, mapping grade GPS, satellite, survey grade GPS, traditional survey, and video log GPS.
- Datum – Dropdown menu containing HARN 98, HPGN, NAD 27, NAD 83, WGS 72, and WGS 84.
- Projection – Dropdown menu containing Albers, none (decimal degrees), none (deg/min/sec), St Plane FL E FIPS 0901 - FT, St Plane FL E FIPS 0901 - M, St Plane FL N FIPS 0903 - FT, St Plane FL N FIPS 0903 - M, St Plane FL W FIPS 0902 - FT, St Plane FL W FIPS 0902 - M, UTM Zone 16 North, and UTM Zone 17 North.

Adding Exceptions

For information on how to add exceptions, see the RCI Planning Data Handbook chapter 5, Feature 141.

Adding Realignments

For more information on adding realignments see the RCI Planning Data Handbook chapter 5, Realignments.

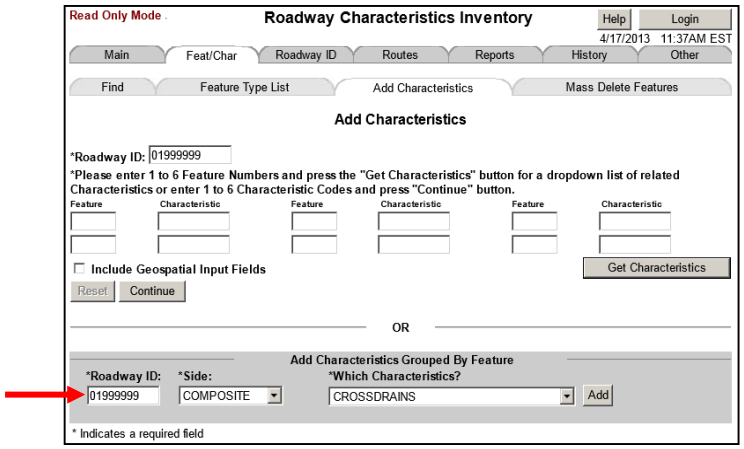
Adding Roadway Segments to a Route

Enter data for Features 111 and 113 for a roadway ID. The steps involved with adding routes are the same as adding characteristics. See above, Add Characteristics Sub-tab.

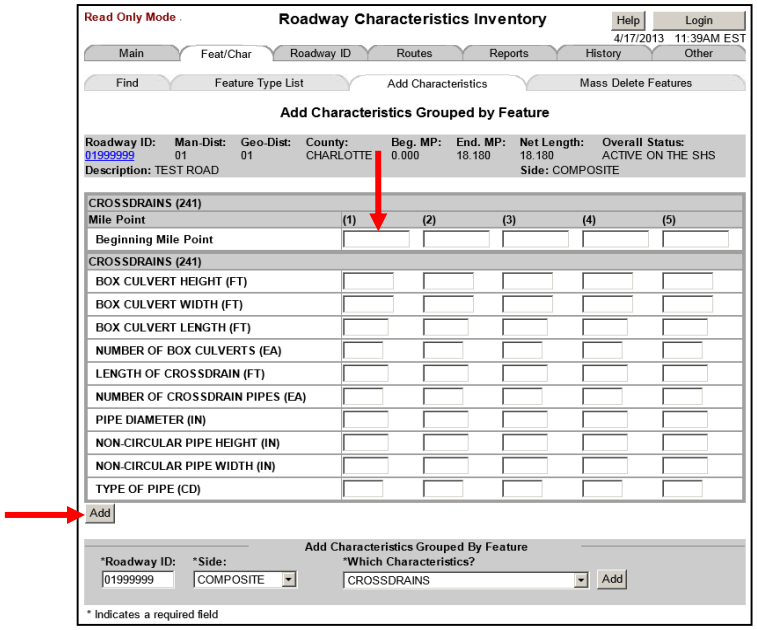
Adding Characteristics by Group

The bottom of the page contains a section called **Add Characteristics Grouped By Feature**. This method is only used by the Office of Maintenance.

Enter a **Roadway ID**, **Side**, and **Characteristic**, then click **Add**.



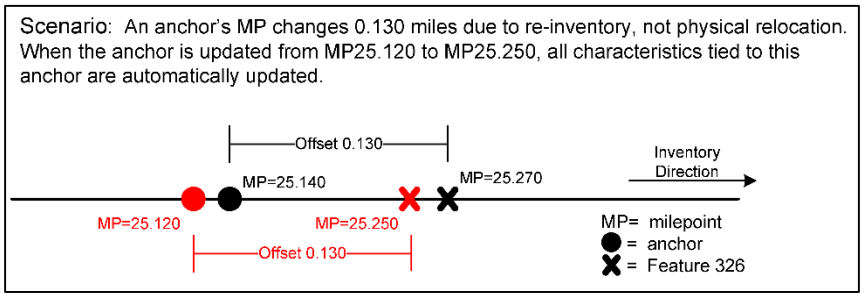
On the *Add Characteristics Grouped by Feature* screen, enter data by columns, not by rows. After all information is entered, click **Add**.



TYING

Tying a characteristic associates it with a milepoint. This minimizes the amount of manual data entry and synchronization required to adjust the location of characteristics when milepoint information is shifted. The milepoints used for tying are referred to as anchors.

Tying a characteristic anchors it to a specific milepoint. If the milepoint shifts, the tied characteristic moves with it – keeping the same distance between them.

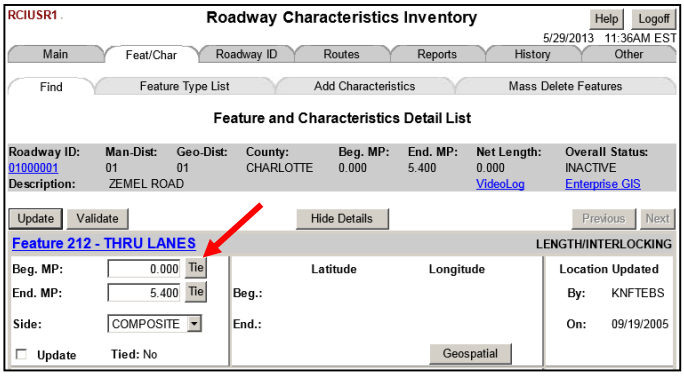


Tying rules:

- Only the data coded under Feature 251 are used as anchors.
- The same anchor may be used for multiple characteristics.
- Not all characteristics can be tied to anchors.
- The deletion of data from Feature 251that are being used as anchors will be prevented.
- A characteristic that is tied to an anchor may be deleted without affecting the anchor to which it is tied.

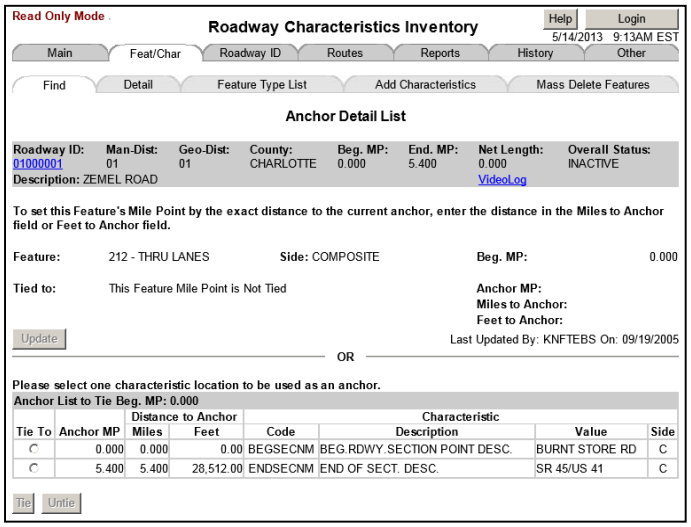
Anchor Detail List Screen

Click **Tie** on the *Features and Characteristics Detail List* screen to bring up the *Anchor Detail List* screen. The *Anchor Detail List* screen allows the selected characteristic to be tied to a particular anchor milepoint. If a characteristic cannot be tied, then **Tie** will not appear on the page.



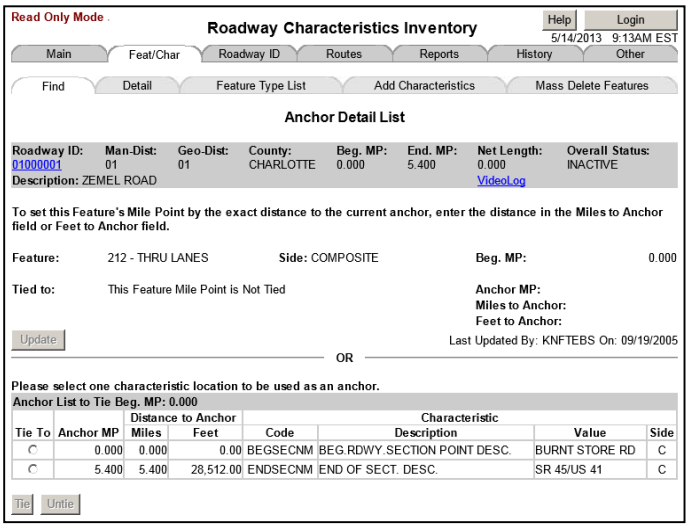
The *Anchor Detail List* screen is divided into two halves separated by an "**OR**." The bottom of the screen is used to create the tie between a characteristic and an anchor. The top of the screen is used to adjust the desired distance between the characteristic and anchor.

In the **Anchor List to Tie...** table at the bottom of the screen, select a **Tie To** radio button. The table gives the location of the anchor. Distance from the anchor is indicated with a positive number or negative number. A positive number exists at or after the characteristic, and a negative number exists before the characteristic.



Items on this screen are as follows:

- RCI Header Information – Same as previously discussed.
- Feature – The feature number and name.
- Side – Side of roadway.
- Tied to – Milepoint to which the characteristic is tied.
- Beg. MP – BMP of the characteristic.
- Anchor MP – The milepoint of the anchor.
- Miles to Anchor – Distance from the characteristic's BMP to the anchor selected in miles.
- Feet to Anchor – Distance from the characteristic's BMP to the anchor selected in feet.
- Last Updated By – The last date the characteristic was tied and who performed the tie.
- Update Button – Used to update the top half of the screen.
- Tie To – Radio button to select an anchor.
- Anchor MP – The milepoint of the anchor.
- Distance to Anchor – Miles-distance in miles. Feet-distance in feet.
- Characteristic – Code-characteristic code. Description-characteristic description. Value-value of the characteristic. Side-side of the roadway.
- Tie Button – Used to tie a characteristic.
- Untie Button – Used to untie a characteristic.

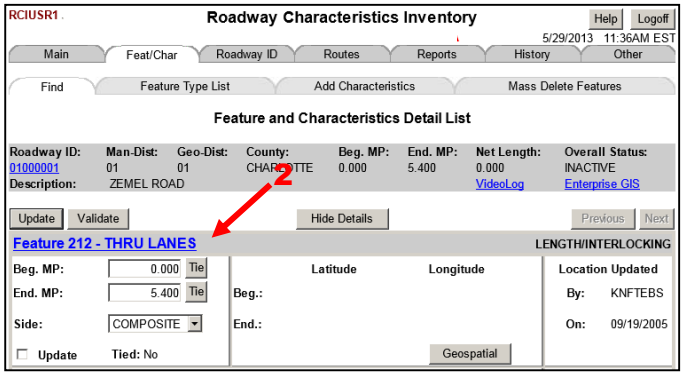


NOTE: Click **Help** on the *Anchor Detail List* screen for more information.

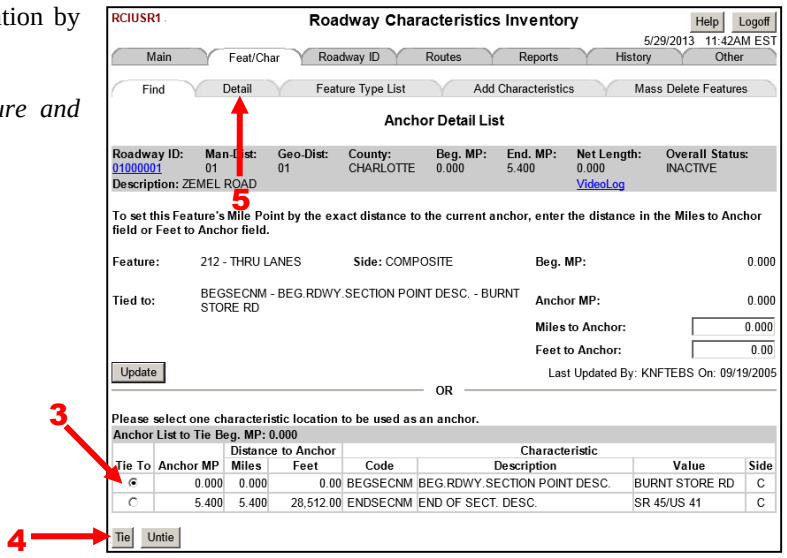
How to Tie a Characteristic

To tie a feature, start with any roadway ID's *Feature and Characteristics Detail List* screen.

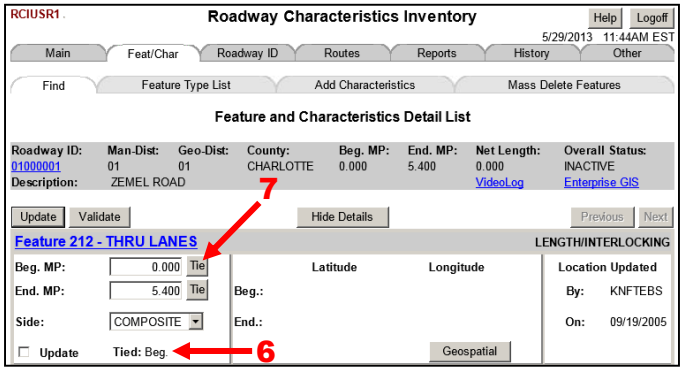
1. Click **Show Details**.
2. Click the **Tie** button for the milepoint you want to tie.



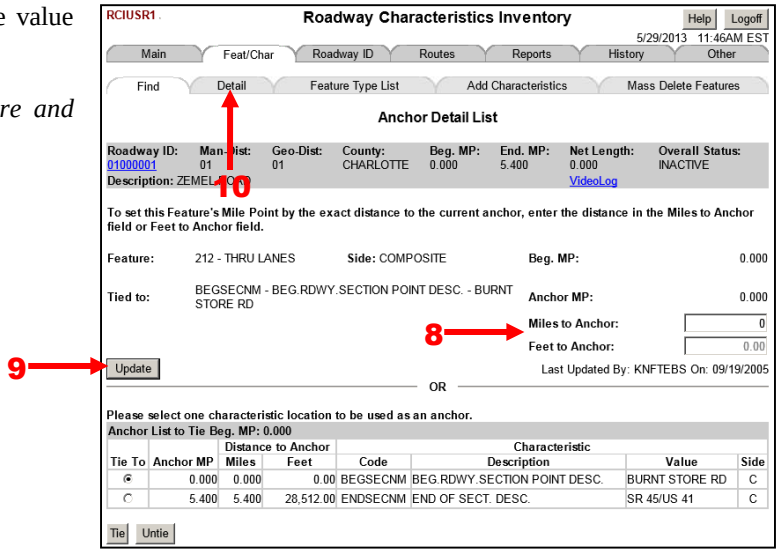
3. Select an anchor that references the correct location by clicking its radio button in the **Tie To** column.
4. Click **Tie** at the bottom of the page.
5. Click the Detail sub-tab to return to the *Feature and Characteristics Detail List* screen.



6. Verify that the characteristic is tied to the anchor.
7. Click on the same **Tie** button that was previously clicked to navigate back to the *Anchor Detail List* screen.



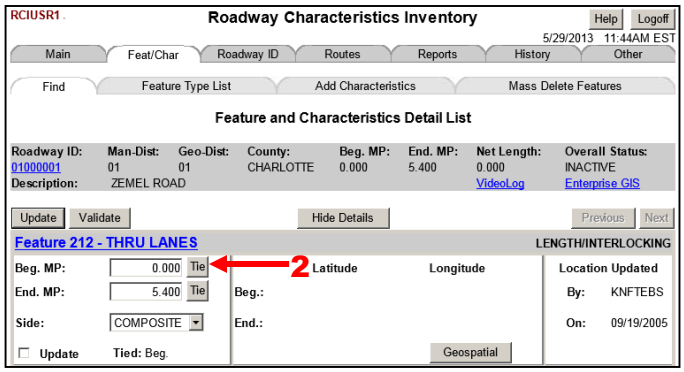
8. Use the **Distance to Anchor** column to enter the value for either **Miles to Anchor** or **Feet to Anchor**.
9. Click **Update**.
10. Click the Details sub-tab to return to the *Feature and Characteristics Detail List* screen.



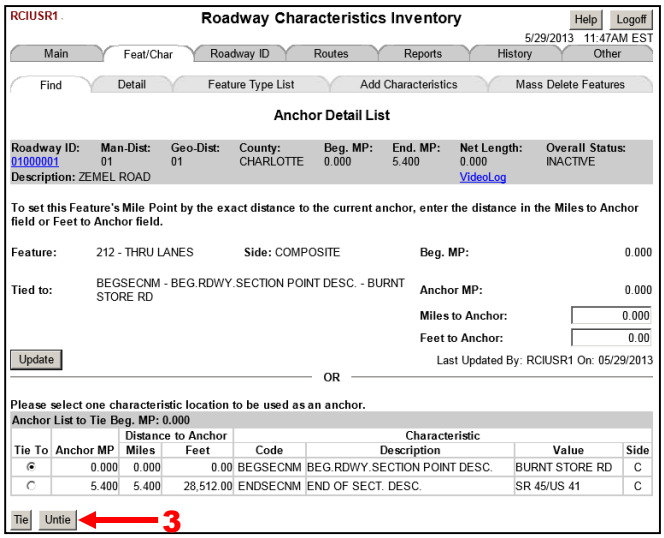
How to Untie a Characteristic

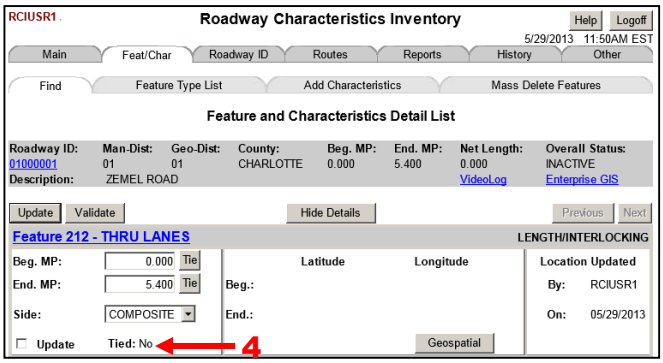
To untie a feature, start with any roadway ID's *Feature and Characteristics Detail List* screen.

1. Click **Show Details**.
2. Click the **Tie** button for the milepoint you want to untie.



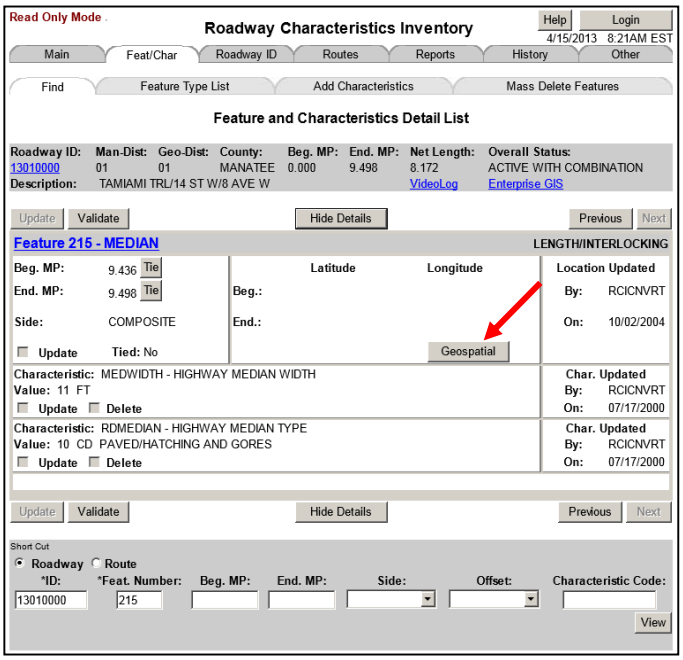
3. Click **Untie**. The system will automatically navigate to the *Feature and Characteristics Detail List* screen.
4. Verify that the untie was successful.





Finding Geospatial Information

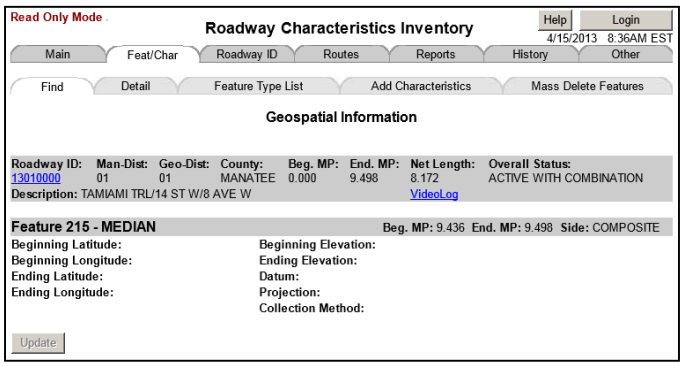
Click **Geospatial** on the *Feature and Characteristics Detail List* screen to open the *Geospatial Information* screen.



Geospatial Information Screen

The *Geospatial Information* screen displays all the GPS coordinate information that is available for the selected characteristic.

- RCI Header Information – As previously discussed.
- Beg. MP – BMP of the characteristic.
- End. MP – EMP of the characteristic.
- Side – Side of road.
- Beginning Latitude – Geographical coordinate for the BMP.
- Beginning Longitude – Geographical coordinate for the BMP.
- Ending Latitude – Geographical coordinate for the EMP.
- Ending Longitude – Geographical coordinate for the EMP.
- Beginning Elevation – Elevation of the BMP.
- Ending Elevation – Elevation of the EMP.
- Datum – Reference datum used for elevation.
- Projection – Map projection method used.
- Collection Method – Method of data collection.
- Update Button – Updates the information.

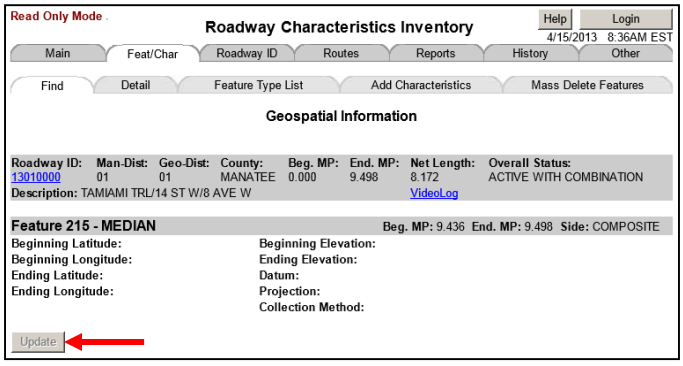


Adding Geospatial Information

See page 39, Include Geospatial Input Fields Checkbox.

Deleting Geospatial Information

On the *Geospatial Information* screen, clear all data from the entry box(es), then click **Update**.



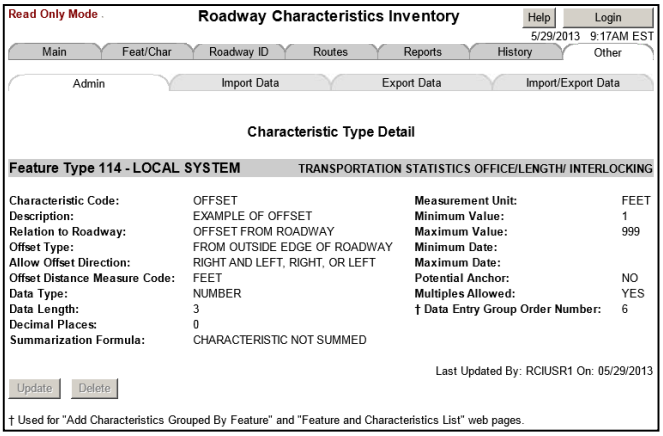
Viewing Historical Geospatial Information

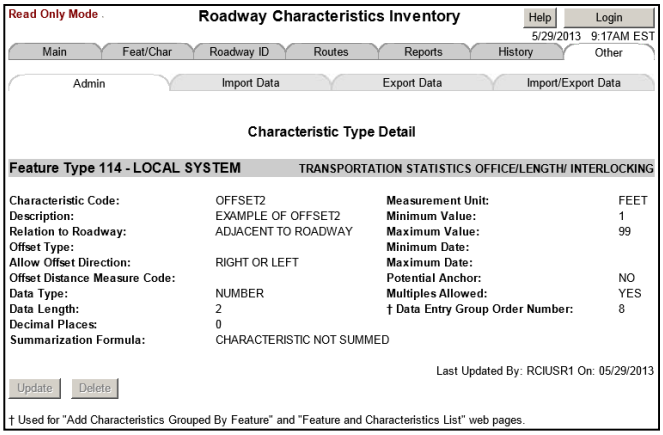
History for geospatial information may also be viewed using the **History** tab. See chapter 7 History tab.

Offsets

Characteristics can exist on right and left sides of roadways.

- Offset Type: Identifies what the offset is from, either centerline or other line parallel to the centerline.
- Offset Direction: Refers to the side of road: composite, right or left.
- Offset Distance Measure Code: Distance from a specified part of the roadway where the characteristic is located.

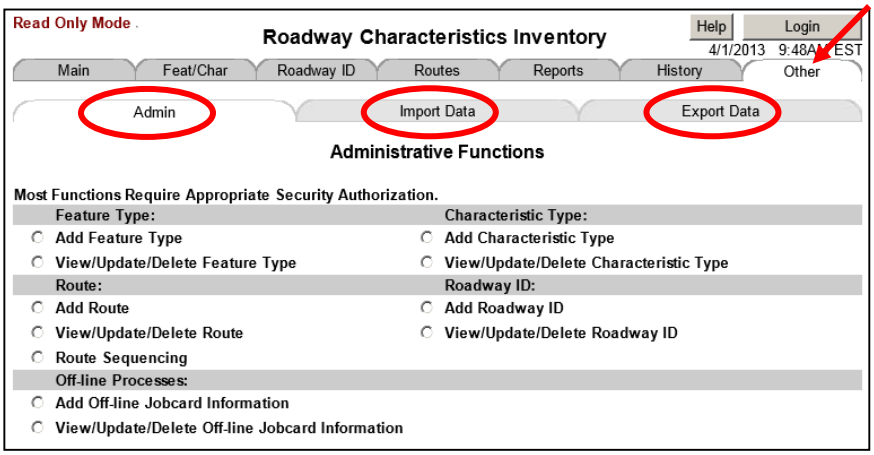




OTHER TAB

The **Other** tab provides administrative, import data, and export data functions. Its primary screen is the *Administrative Functions* screen. It has three sub-tabs:

- Admin – Offers 11 administrative functions.
- Import Data – Helps you set up criteria for importing data.
- Export Data – Helps you set up criteria for exporting data.



Admin Sub-tab

The 11 administrative function of this sub-tab are explained below:

Feature Type

- Add Feature Type – Used to add new features to RCI.
- View/Update/Delete Feature Type – Used to view, update, and/or delete features from RCI.

Characteristic Type

- Add Characteristic Type – Used to add new characteristics to RCI.
- View/Update/Delete Characteristic Type – Used to view, update, and/or delete characteristics from RCI.

Route

- Add Route – Used to add new routes to RCI.
- View/Update/Delete Route – Used to view, update, and/or delete routes from RCI.
- Route Sequencing – Used to establish route sequencing order for routes.

Roadway ID

- Add Roadway ID: Used to add new characteristics to RCI.
- View/Update/Delete Roadway ID: Used to view, update, and/or delete roadway IDs from RCI.

Off-line Processes

- Add Off-line Jobcard Information – Used to set up off-line jobcard information.
- View/Update/Delete Off-line Jobcard Information – Used to view, update, and/or delete off-line jobcard information.

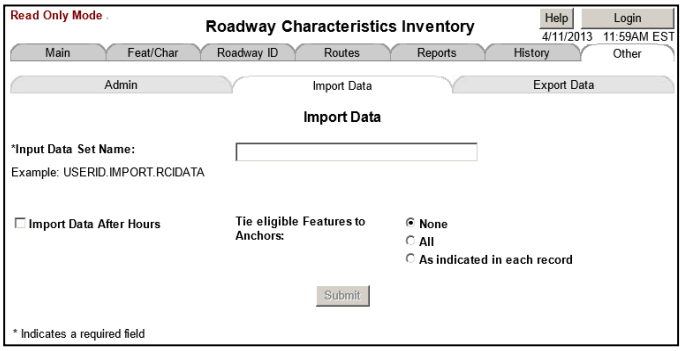
Import Data Sub-tab

The import data functionality allows you to upload information to RCI using an off-line (batch) method. This is useful for processing large amounts of data. Some users currently export data to make changes easier through the TSO/ISPF editor and then import the data back into RCI. You need to have off-line jobcard information in RCI to perform this process.

In addition to update privileges, special security authorization is required to use this process. Currently, Districts do not have permission to use this function. Thus, if the import of data is necessary, contact TranStat to import the data for you.

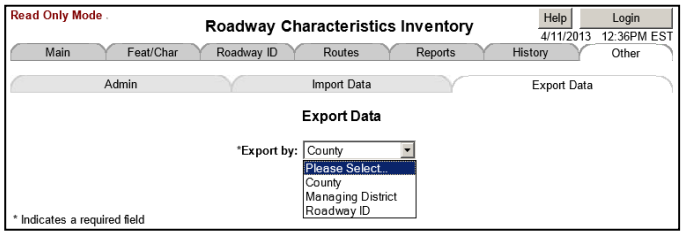
The following steps are involved in the use of this method.

- Click the Import Data sub-tab.
- Enter information for the input data set name field then click **Submit**.
- Tie and anchor instructions are optional.
- A message will appear stating that the request has been submitted.
- An email message will be sent to your inbox upon completion of the job.



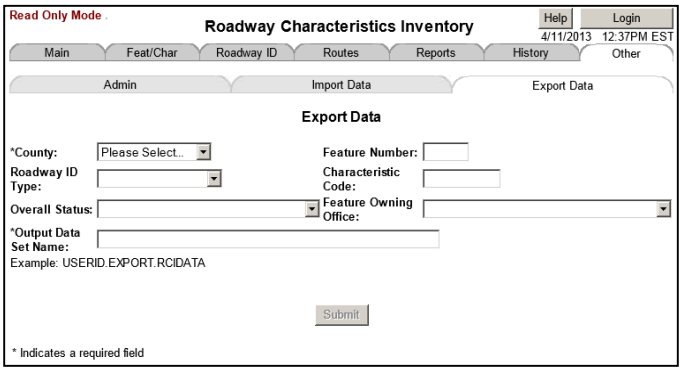
Export Data Sub-tab

The export data functionality allows you to extract information from RCI in an off-line (batch) method. This is useful for processing large amounts of data. Special security authorization is not required to extract RCI data. You need to have off-line jobcard information in RCI to perform this process.



The following steps are involved to export data:

- Click the Export Data sub-tab.
- Select the desired information for the export by field then click **Continue**.
- On the *Export Data* screen, enter the desired information. At a minimum, enter the required fields and an output data set name then click **Submit**.
- A message will appear stating that the request has been submitted.
- An email message will be sent to your inbox upon completion of the job.



Flow Diagrams

Figure 1 – Main Tab Flow Diagram

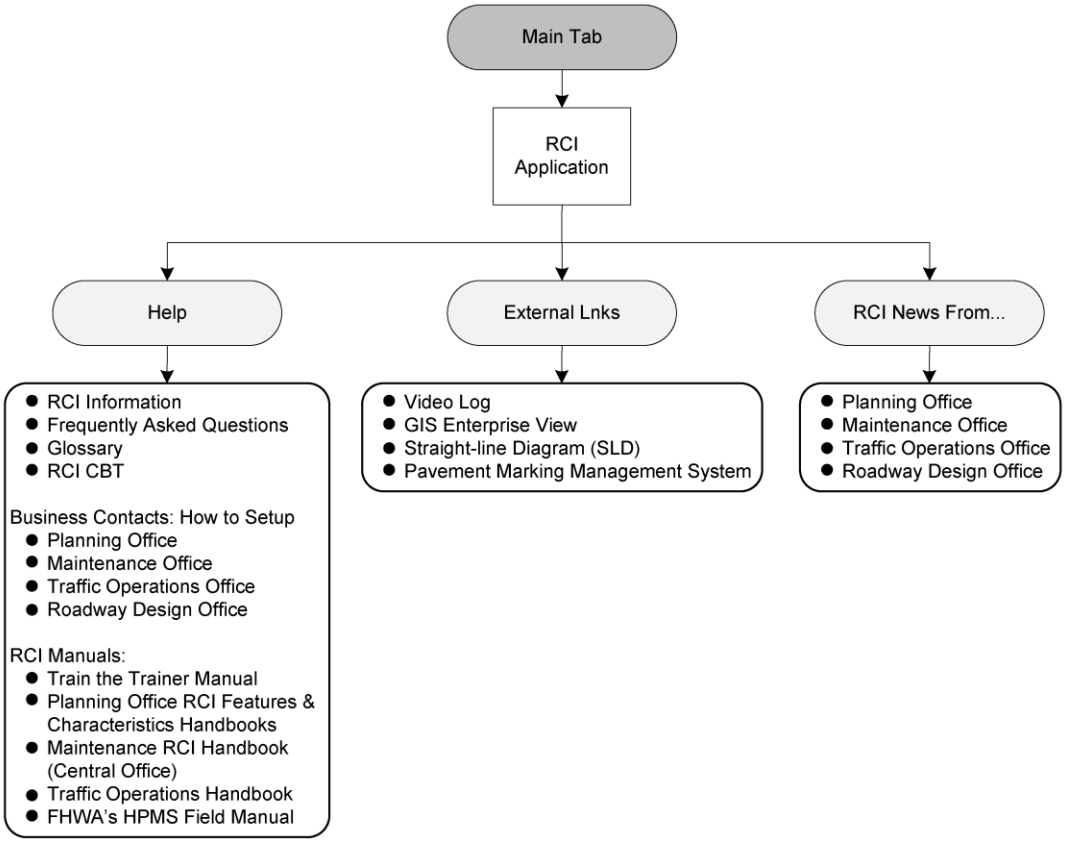


Figure 2 – Roadway ID Tab Flow Diagram

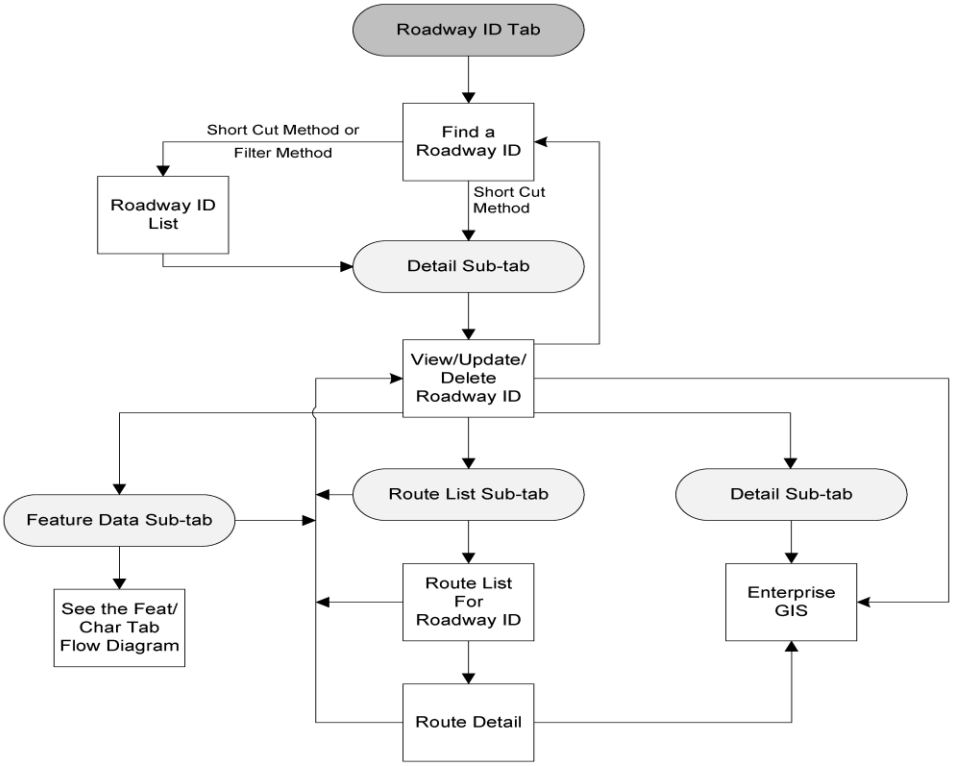


Figure 3 – Feat/Char Tab Flow Diagram

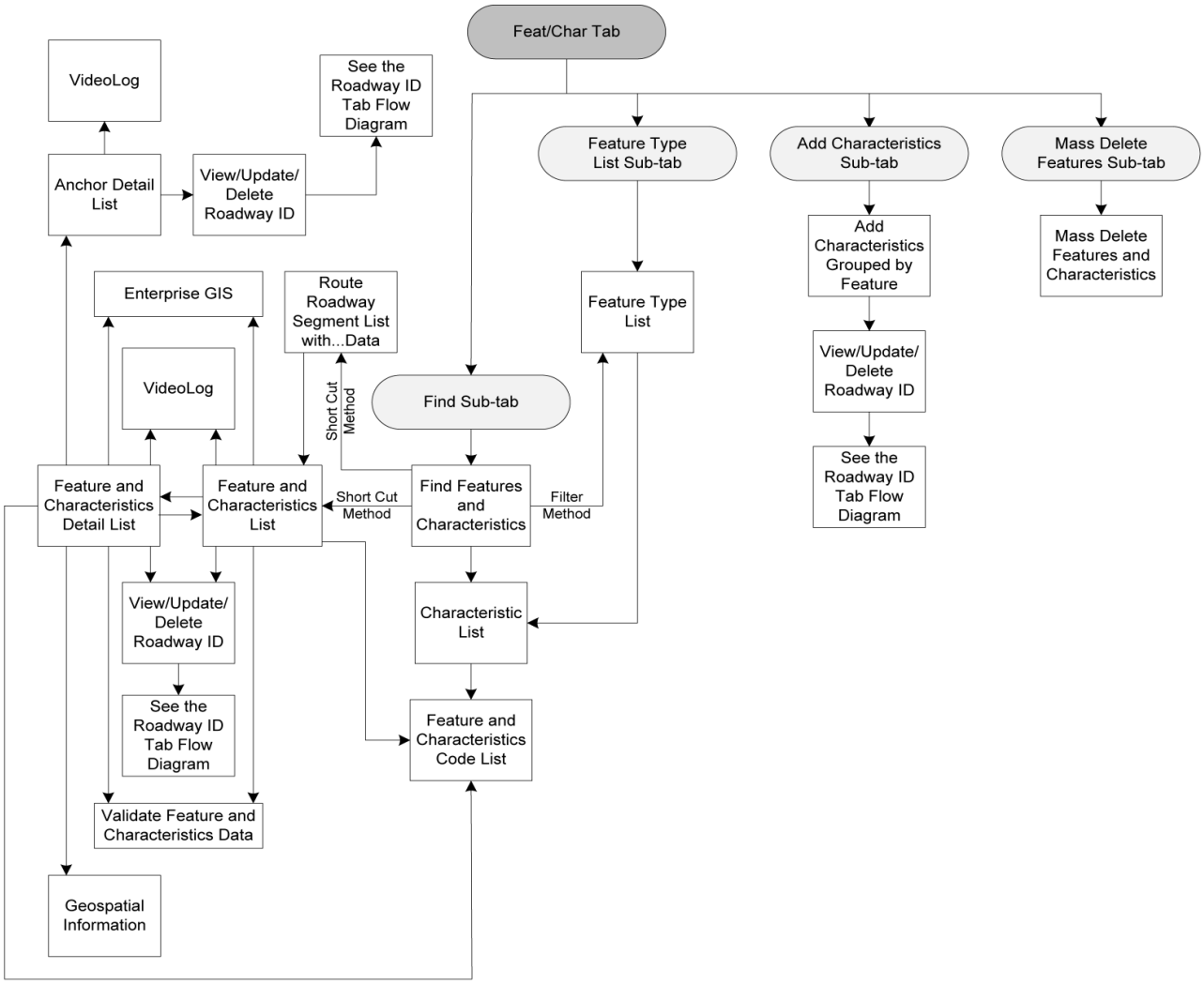


Figure 4 – Routes Tab Flow Diagram

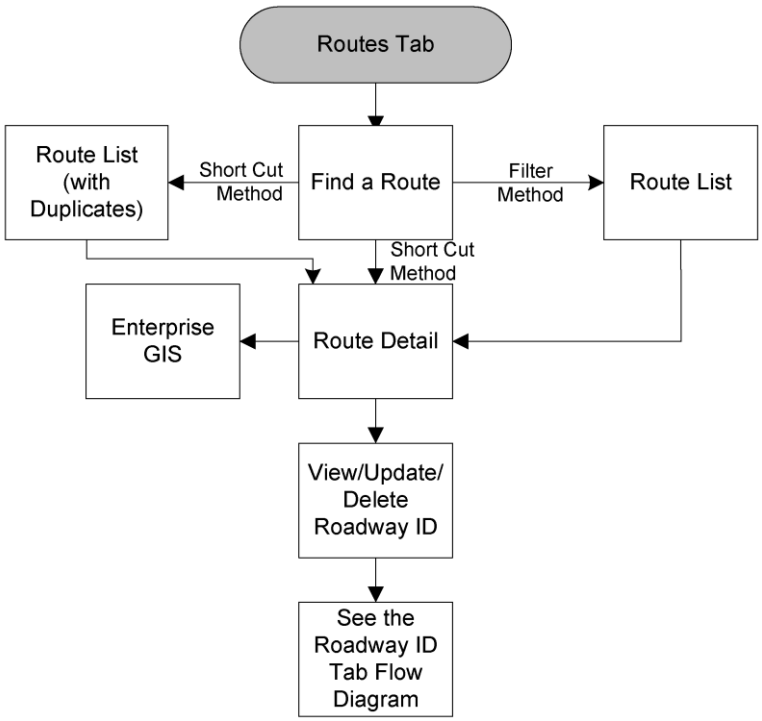


Figure 5 – History Tab Flow Diagram

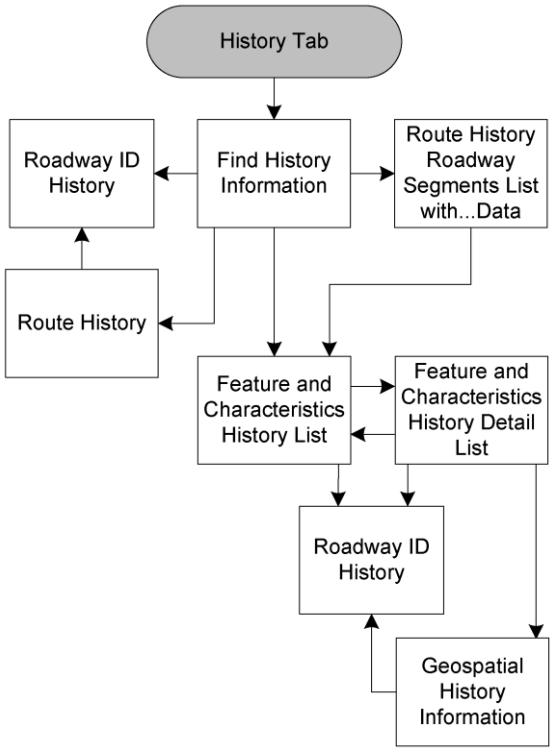


Figure 6 – Reports Tab Flow Diagram

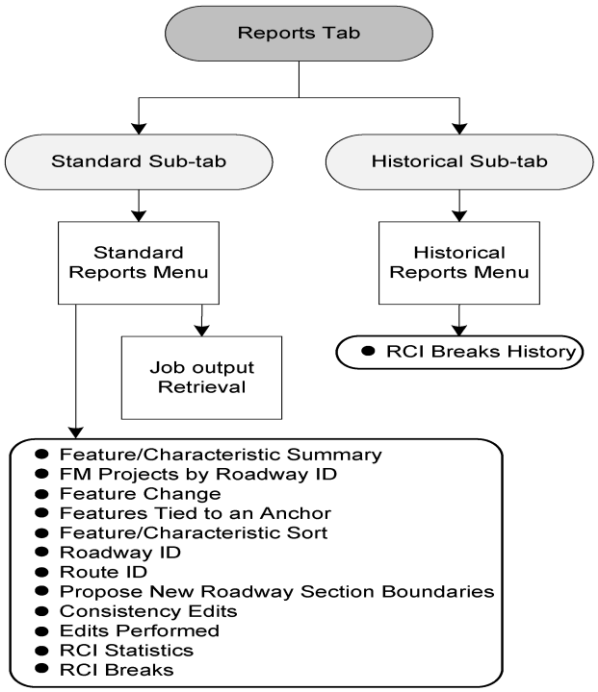
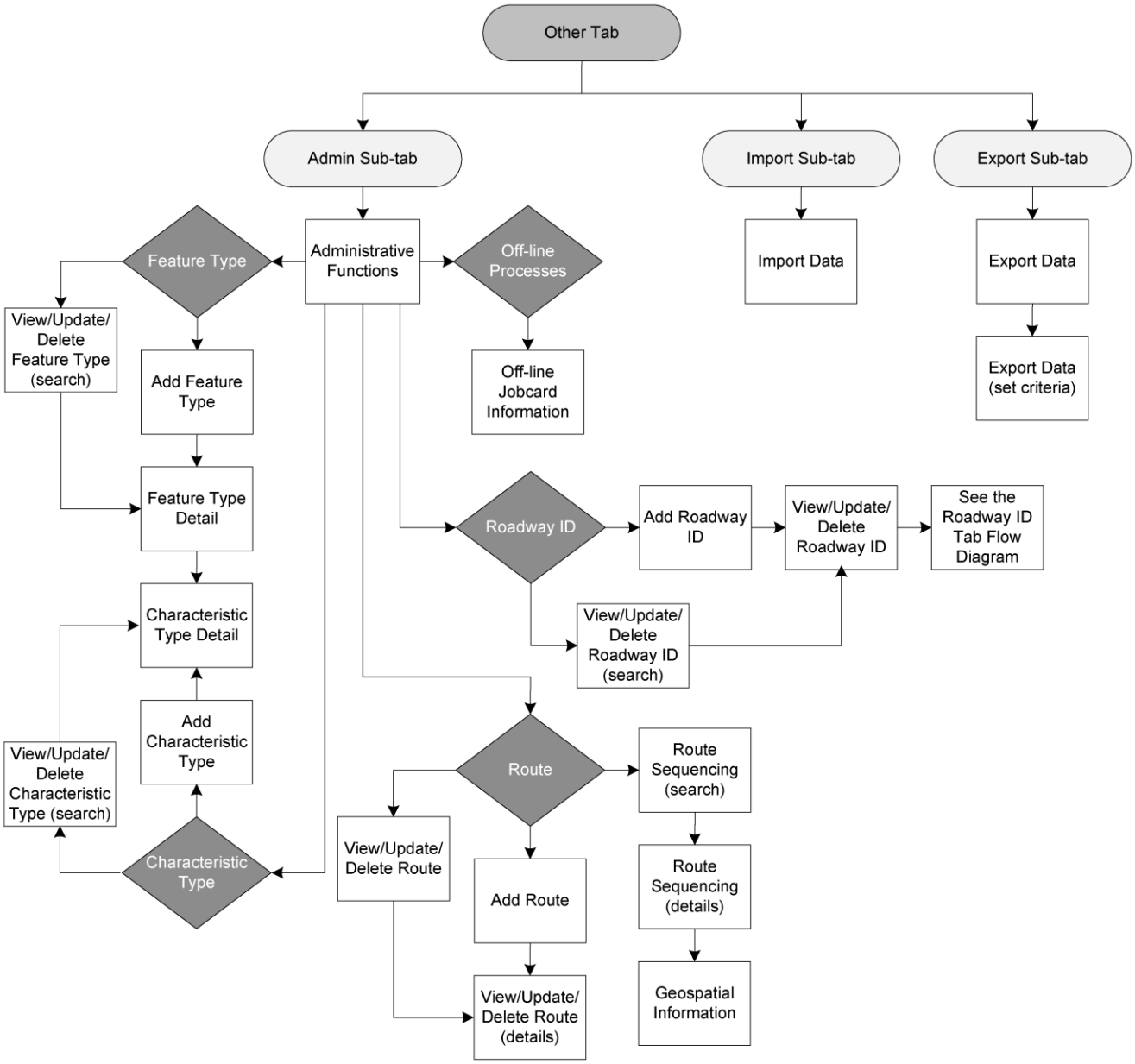


Figure 7 – Other Tab Flow Diagram



Glossary

Access
1. To read, enter, or retrieve data.
2. The ability to drive onto or across a roadway.

Access Road
Roads currently designated as access roads should now be designated mainlines, connectors, ramps, frontage roads, or other roads as defined in this section. **The term, access road, is no longer applicable in RCI.**

Active Off the SHS
The roadway ID or a segment of a roadway ID that is not part of the SHS, which is maintained by others (counties or cities), yet for which FDOT collects certain data for reporting purposes.

Active On the SHS
All roads owned and maintained by FDOT as part of the SHS.

Active Exclusive
Ramp, frontage road, connector, or other facility. Active Exclusive mileage is not counted as official mileage on the SHS.

Anchor
A characteristic milepoint used as a semi-permanent point on a roadway. If the characteristic is eligible as an anchor, this milepoint (location) may be used to tie other feature locations to it. If the anchor's milepoint shifts, the associated (or tied) feature moves with it, keeping the same distance between them.

Begin Milepoint (BMP)
Denotes the beginning milepoint for a roadway segment.

Centerline
A virtual line parallel to a roadway, usually at or near the center of the travel lanes.

Characteristic
1. A property of a feature.
2. An object in a feature collection.

City Street System
Roads and streets that are owned by the cities and municipalities.

County
One of the 67 administrative subdivisions of the State of Florida. The county number is part of the numeric identifier for a roadway ID (digits 1 and 2).

Data Change Date
The date that the data value stored in the database changes.

Deleted
This term designates the roadway segment or portion of the roadway that has been physically removed. Any data currently in RCI must remain in the database for a minimum of five years after status change. Prior to deletion of RCI data, the Safety Office must be notified.

Distance
A length between two points. In RCI, distances are usually measured along the centerline of a curving roadway, and not on a straight line cutting across the curve.

District
Organizational subdivision of the State for FDOT use. RCI uses two forms of District: Managing District and Geographical District.

Divided Roadway
Any road that has a median.

End Milepoint (EMP)
Denotes the ending milepoint for a roadway segment.

Exception
Occurs when two or more roadway IDs overlap the same road. To avoid duplication in data reporting, the information is only reported under one roadway ID.

Feature
A feature is a group of characteristics that pertain to a similar subject. Features determine characteristic attributes like administrative type, owning office, feature type, roadside, whether it is tied, and whether it is interlocked.

Feature Administrative Types
The five feature types are: 1) Administrative, 2) Maintenance, 3) Operational, 4) Physical, and 5) Rail Line.

Federal Highway Administration (FHWA)
The FHWA, one of the administrations of the U.S. Department of Transportation, deals with highway transportation in its broadest scope, administering all federal highway transportation programs.

Federal Roads
Roads that are owned by agencies of the U. S. Government. Interstate highways are not included as they are owned by the states, not by the federal government.

Frontage Road
A road that allows for some control of access between a mainline and nearby commercial areas or residences. The majority of the traffic on frontage roads comes from a nearby mainline, or goes to it. A road that allows for access control between a mainline and nearby areas, but has significant traffic going to or from other roads in addition to the mainline, is itself another mainline and not a frontage road.

Gap
A term used to designate a discontinuity in a route. The discontinuity may be caused by a geographical object or by an administrative decision not to define a roadway segment as part of the route. For example, a gap could be a roadway segment that extends into another state but then returns. The only information recorded in RCI about the gap is that it exists and at what sequence it is located.

General Compass Direction
The overall direction of a roadway ID, using the eight points of a compass (north, northeast, east, southeast, south, etc.). This direction is determined by the overall direction in which the roadway ID milepoints ascend. The general compass direction of a particular portion of a route is not necessarily the same as the overall roadway direction. For example, I-4 is considered a west to east route although the compass direction for a number of its roadway IDs is coded as south to north.

Geographic District
One of the Districts into which the 67 counties are divided. Used for reporting purposes, but does not imply management responsibility for the roads located there.

Geographic Information System (GIS)
A computer-based system that links the geographic location of map features to text information or databases.

GIS Route
A valid roadway ID with an "8" in the 6th digit place. These roadways are placed in both RCI and the GIS basemap upon the request of the GIS Support Section and are not intended for use by other Central Office or District personnel.

Global Positioning System (GPS)
A method of determining earth positions (usually latitude/longitude) using communications with satellites. The GPS is a government-owned system of 24 earth-orbiting satellites. These satellites transmit data to ground-based receivers, with the resulting system having the ability to generate extremely accurate latitude/longitude ground positions for the military precise positioning service with slightly less accurate positions for civilian use.

Gross Length
The difference between the EMP and the BMP of the roadway ID, without regard to the status. Also known as section length.

Highway Performance Monitoring System (HPMS)
A report to the FHWA using general interest roadway data to describe the roadway conditions in the U.S.

Inactive
A characteristic value that indicates a road and its associated data for which the roadway ID will no longer be considered as an operational number. (Operational number is a roadway ID currently being used to store RCI data.) RCI data currently coded under this number must be retained for an indefinite period. This road may or may not be of any interest at a later date.

Interlocking Features
Characteristics in a feature interlock when the BMP and EMP of each characteristic are identical. This allows you to change the milepoint for one in a group of entries and the computer will automatically change the milepoints for the others.

Jurisdiction
Control over a road's operation and maintenance, usually conferred by ownership. For RCI purposes, jurisdiction may be State, County, or City.

Last Update Date
The most recent date that the data value stored in the database changed.

Length Features
Length features begin at a particular point and end at a particular point.

Mainline
Through lanes and other lanes that carry traffic. It can be on or off the SHS and is included in the Department's standard mileage reports.

Maintain (a road)
1. To have jurisdiction over a road (see Jurisdiction).
2. To keep a road in good condition.

Managing District
One of eight Departmental entities that manage State roads. Districts 1-7 manage non-Turnpike roads in their respective geographical areas. The Turnpike manages roads in the other District's geographical areas.

Median
A barrier or other physical separation between two lanes of traffic traveling in opposite directions.

Milepoint
Any point on a roadway section that is identified by its distance in miles from the beginning of the roadway section. Milepoints increase in the direction of inventory and are used to designate or record the position or location of features along a roadway section. The milepoints in RCI are recorded as a number with three significant decimal places (1.234).

Net Length
The sum of all the segments on a roadway ID that are drivable and that do not have their data carried under a different roadway ID. This excludes portions that are shown in Feature 140 to be Inactive, Deleted, or Pending, or that have an exception coded in Feature 141.

Offset Direction
Offsets allow for the coding of features within a roadway side. All offset directions require an offset distance. Offsets only apply to characteristics.

Offset Distance
The lateral distance of an object from the outside edge of pavement or from roadway median. This applies to characteristics only.

Off-System
See Active Off the SHS.

On-System
See Active On the SHS.

Pending
New construction anticipated to be added to the SHS.

RACF Authority
An FDOT-issued RACF (resource access control facility) user ID account and password for accessing RCI and the mainframe.

Ramp
A segment of road with the primary purpose of allowing traffic to enter or exit 1) a road with full or partial control of access, or 2) another ramp. A ramp usually has one-way traffic.

RCI Break
A point on a roadway where significant changes in traffic volumes and vehicle classifications occur. It is described by a milepoint. A break is always located at the beginning and ending of each roadway ID, and at milepoints within the roadway ID where significant changes in traffic volumes and vehicle classifications occur.

Resource Access Control Facility (RACF)
The official FDOT security repository.

Roadway Characteristics Inventory (RCI)
The Department's inventory of roadway data.

Roadway ID
A unique eight-digit identification number assigned to a roadway or section of a roadway either on or off of the SHS for which information is maintained in the Department's RCI database. The first two digits represent the county code, the next three digits represent the section number, and the last three digits represent the sub-section number.

Roadway Section
A physically contiguous length of roadway described by a unique roadway ID. Always entirely within a single county, or treated as such. This is a portion of a roadway ID.

Roadway Segment
A part of a roadway ID, defined for assembling into routes or for other purposes.

Roadway Side
Roadway side indicates which side of the roadway the characteristic appears. If the roadway is divided, the characteristics that are not composite must be entered for both the left side and the right side of the road: C for composite, R for right, and L for left. All characteristics found to exist on the physical centerline and to the right of the physical centerline, as determined by direction of stationing, shall be recorded as right. All characteristics to the left of the physical centerline will be recorded as left.

Route
1. A path between two points, namable and repeatable.
2. A linkage of roadway segments which can be non-contiguous.

Route Length
The sum of all the route roadway segment lengths where each segment's overall status is equal to either Active On the SHS, Active Off the SHS, or Active with Combination and where distance calculation exclude code is set to include it. Gaps are not included in this length since no information is known about a gap.

Route Name
A term used to describe a route.

Route Sequencing
Determining the order of route segments to properly constitute a route.

Route vs. Section Direction
An indicator that records whether the milepoints for a given roadway segment are ascending (plus) in the same direction as the route or descending (minus) in the opposite direction of the route.

Section
1. A length of roadway described by a unique roadway ID. See Roadway Section.
2. Part of the roadway ID (digits 3, 4, and 5).

Section Number
Part of the roadway ID (digits 3, 4, and 5).

Section Status
Indication of whether a road is on or off the SHS and whether it is currently used in mileage reports. There is an overall roadway ID status, and exceptions to this roadway ID status are shown in Feature 140.

Segment
A portion or part of a roadway.

Side of Road
See Roadway Side.

State Highway System (SHS)
Roads owned and maintained by the State of Florida. Includes roads signed as interstate highways, U.S. routes, and state roads.

Straight Line Diagram (SLD)
A linear graphical representation of select physical and descriptive characteristics along the travelway of a roadway.

Sub-Section
Part of the roadway ID (digits 6, 7, and 8).

Tied Feature
A feature associated with an anchor (see Anchor) on a roadway. Tied features are used to minimize the amount of manual data entry and synchronization required for adjusting the location of associated features when milepoint information is shifted.

TranStat
Transportation Statistics Office under the State Transportation Planning Office of the Florida Department of Transportation.

Value
Values are assigned to each characteristic to correspond with the particular unit of measure. Where decimals are permitted, each decimal place does not count as a character space (99.9 contains three characters, .9 contains one).

Video Log
A visual record of the SHS comprised of digital images taken every 26.4 feet.