**Government of the District of Columbia**

**Department of Transportation**

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| **REQUEST FOR TRAFFIC SIGNAL RECORDS** |
| Project Name |  |
| Location(s) | ACISA – Intersection Name; ACISA – Intersection Name; … |
| Request Date |  |
| Project Description |  |
| Purpose of this request:* DDOT Project
* Development Project
* Traffic Study
* FOIA/Hearing/Deposition (Please contact DDOT Office of Legal Counsel)
* Others (specify)
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| Project Owner (**specify DDOT POC/PM** also):* IPMD
* TOSD
* PSD
* TDD
* Developer (3rd Party)
* Others (specify)
 |
| Priority:* ASAP
* High
* Normal

Please allow 5-10 working business days to process this request. Every effort will be made to expedite this process. |
| Traffic Signal Records:* Traffic Engineering Drawing / Plan (S-drawing)
* Synchro files
* Sequence of Operations (TS diagrams)
* Signal timing sheet (Dial sheet)
* Others (specify)
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**Note:**

* Please contact the following staff for your data request:
* Mr. Eric Walden at eric.walden@dc.gov for traffic signal design

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* Mr. Harvey Alexander at harvey.alexander@dc.gov for communication designs (If not available to Mr. Walden)
* Dr. Yi Zhao at yi.zhao@dc.gov for traffic signal timing/sequence and Synchro files
* You can find the ACISA IDs from [this Open Data DC resource](https://opendata.dc.gov/datasets/traffic-signal)
* An area map is required for Synchro file request including ACISA numbers