FAQs for the Regional Solicitation Mapping Application (RSA)

Q. How do I save map files to my computer without erasing previous versions?

A. Very carefully. We recommend using a naming convention that includes the Project Name, The Map Type and the date. Please be aware that some applications will require multiple maps and will need to reflect the different parts of the project (such as overview, segment 1, segment 2, etc.). We would also recommend that you keep all the maps for a particular application in a single directory and change the name of the directory to match the application name.

Q. How do I set the polygon area for a project?

A. The project area is intended to give more points to projects which are further away from other functional class roadways. Always use the longest line segment of the project to determine which functional class roadways are "parallel".

Q. How do I make a single file with multiple PDFs?

A. There are two methods that we are recommending to aggregate the maps into a single file. Creating one file that has all your maps in it will reduce the chance that a map will be forgotten or duplicated. Applicants can upload files individually in the "Supporting Documents" page.

> First, if you have the Adobe Acrobat Professional program you can combine multiple pdf files into a single file using the Create> Combine Files into a Single PDF> Add Files
>
> Second, you can use a file compression software program to aggregate maps. Here is a link to a video on how to use the compression software within MicroSoft Windows 7 http://bit.ly/JdbPOX
>
> Finally, You can attach other maps in the "Supporting Documents" form at the bottom of the application.

Q. How do I map a park and ride facility?

A. Make three maps. The maps should be organized in three distinct groups.

> First make an overview map that has only the location of the park and ride. Use this map to help answer measures 1C, 5A, and 5B. Use the transit connections map to find the transit routes that will serve the new facility and to identify the stops needed to create the next two maps.
>
> Second, make a map for the outgoing areas that will be serviced by park and ride based on the transit service **from** the proposed park and ride. Digitize the location of the park and ride facility as well as all transit stops and/or stations where riders will be dropped off. Use the Regional Economy map to answer the measure 1A

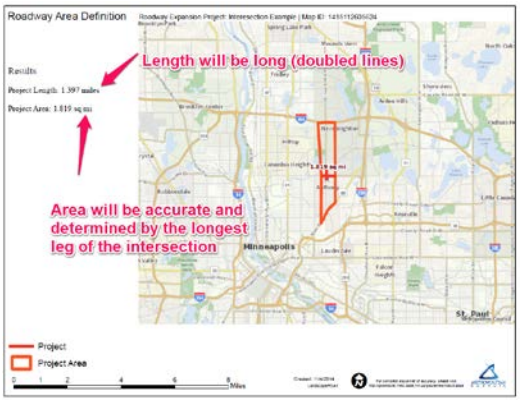
Finally, make a map for the incoming areas that will be serviced by park and ride based on the transit service **to** the proposed park and ride. Digitize the location of the transit stops and/or stations where riders will embark on transit to get to the park and ride facility. Use the PopEmploy map to answer measure 1B and the SocioEconomic map to answer measure 3A.

Q. How do I map a Multiple Segmented Project (e.g reconstruction of a road on both sides of a new interchange)

A. Make an overview map. This map will be the reference for the scoring team to locate the other project segments. Then make a map for each of the segments in your project. Generally you can sum the characteristics of the individual segment maps with the overview map. The sum from the map segments should not be larger than the total from the overview map.

Q. How do I map both the north/south and east/west parts of an intersection project?

A. Start by creating an overview map. You will need to double digitize some of the roadways so you should not use the length of the overview map in your calculations. The polygon that captures the area should be accurate. Then create a map for each of the leg of the intersection (most have only two but there are some with three or more like a round-a-bout). You can sum the length of the other map segments and that should accurately reflect the length of the project. Again, the bounding polygon should be based on the parallel functional class roadways (PA and A-minors) from the longest leg in the intersection.



Q. How do I map project that covers grid of roads or intersections such as a signal project?

A. Start by creating an overview map. Your overview map line should encompasses all the roads in the grid and/or all the intersections in your project. The overview map will be a box around the outer limits of the project. If a project is more than

1 mile wide on its shortest side you may want to create a second map with a line down the middle of the project area. This will ensure that no measure is missed if it were in the middle of your project area.