

PAVEMENT IMPROVEMENT PROGRAM

Road Evaluation Policy

In evaluating the condition of borough roads, the following steps shall be taken:

1. Borough council will select an appropriate pavement management software program with the advice of the borough manager, engineer and public works foreman. At minimum, the software program will allow for the input of information on each road or alley segment as outlined here and shall be a program that evaluates the information and calculates a rating of each road segment that can be used to rank each segment for placement in the borough's pavement improvement program.
2. The software program shall be used to evaluate each road in the borough by road segment by gathering at minimum the following information:
 - a) Length of the road
 - b) Width of the road
 - c) Condition of the pavement surface using the rating system that is part of the selected software program
 - d) Length and condition of curbs, if any
 - e) Drainage conditions
 - f) Scale of road usage (functional classification)
3. Information shall initially be gathered by the borough engineer and public works foreman under the direction of the borough manager. Initial information shall be gathered by a physical view of each road segment and shall include each borough road and alley regardless of its use unless otherwise established by the public works committee of borough council.
4. The information shall be logged in the borough's software program of choice by the engineer, foreman and manager.
5. Borough personnel shall ask the software program to review and evaluate the information in order to provide a rank of each road segment. This ranking shall be provided to the borough's public works committee for review and possible adjustment.
6. After review, the public works committee will ask borough personnel to make any necessary corrections that may be required before determining a final ranking.
7. The final ranking shall be reviewed by the public works committee. Committee members shall review the ranked information and determine a final pavement improvement schedule for each road segment over the number of years established by the committee as the length of the pavement program based on dollars allocated to the program for a given year or years.

8. A ranking shall also be calculated for the full list and reviewed by the committee to establish an ongoing and unending program for each road segment regardless of the budget allocated for the work in order to establish a permanent program for road improvements.
9. The final ranking shall be presented to the full council for review and approval.
10. The public works committee shall also establish the parameters for the work to be devoted to a pavement improvement program that may include:
 - a) Resurfacing
 - b) Reconstruction
 - c) Curb repair
 - d) Seal coating
 - e) Crack sealing
 - f) Manhole risers
 - g) Traffic control
11. In determining parameters for the program, the public works committee must decide which activities shall be included in a pavement improvement program and which activities are considered normal maintenance that should be separated from the program in the budget.
12. The committee shall recommend to the full council an outline of the parameters it has established for council's review and approval.
13. Following the initial ranking by the software program of choice, reevaluation of the pavement program ranking will be handled as follows:
 - a) After the first year of the program, a spot reevaluation shall occur with public works personnel reporting changes in road conditions due to weather or other issues to the foreman.
 - b) The foreman will report this information to the borough engineer and manager so that information on those roads that have experienced significant change can be reevaluated by the program.
 - c) Borough personnel shall input changes to roads due to improvements made under the current pavement program in order that the software program may reevaluate the pavement program for future use by the borough in determining the direction of the pavement improvement program.
 - d) Following the input of information on road improvements as well as roads that experienced significant change in conditions a new ranking shall be calculated by the software program.
 - e) The new ranking will be submitted to the public works committee for their review, comment and recommendation to the full council to determine the future course of pavement improvement in the borough.

DRAFT, July 4, 2007
Revised: July 5, 2007
Revised: August 15, 2007
Approved October 17, 2007