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1.0 Intent

The requirements given in this recommendation cover detailed procedures for Traffic Control System pick-ups. The tasks identified in the Traffic System Pick-up Checklists are shared between the Traffic Signal Operations Group (TSOG), the Communications System Operator (CSO) and the Maintenance Contractor.

2.0 Equipment

Equipment required: Terminal socket wrench (3/8" & 7/16" narrow wall sockets)
Assorted screwdrivers, pliers

3.0 Pre-pickup Preparation

- As per the Checklists for the type of Traffic System.
- Check boxes on Checklist as tasks are completed.

4.0 Pick-up

- Install Bell plug in lower cabinet.
- As per the Checklists for the type of Traffic System.
- Check boxes on Checklist as tasks are completed.

MTSS CHECKLIST

Location: _____ **Pickup By:** _____ **CSO:** _____
PX: _____ **Contractor:** _____
Date: _____ **TSOG:** _____

ACTION BY PREPARATION

PRE-PICKUP

- TSOG Depick Intersection after the AM peak period (10:00 AM)
- TSOG Check that signal is dropped on PX Status Console
- TSOG Update 'Mods' spreadsheet
- TSOG Update timings edit screen
- TSOG Fax copy of timings to contractors office with description of modification
- TSOG Notify CSO that timings have been updated

PICKUP

- CONTRACTOR Contact CSO for MTSS pick-up
- TSOG Send addpick and pickup command to bring intersection online
- TSOG Confirm PX Status Console show PX Under Control
- TSOG Confirm detector (pushbutton, vehicle, sonic, APS) monitoring with contractor for each detector coded

Position: 1 2 3 4 5 6 7 8 9 10
Type: ___ ___ ___ ___ ___ ___ ___ ___ ___
Monitoring Direction: ___ ___ ___ ___ ___ ___ ___ ___ ___

- CSO Verify minimum, partial and maximum extensions
- CONTRACTOR Create WRM call
- CSO Confirm WRM monitor
- CSO Activate and verify special function drivers
- CSO Verify special function monitors
- CONTRACTOR Check firehall, railway, transit and timing preemption
- CSO Confirm preemption status
- CONTRACTOR Switch manual/police control on
- CSO Confirm manual/police monitor
- CONTRACTOR Place signal on flash (for controllers being tested in shop)
- CSO Confirm flash status
- CONTRACTOR Unplug comm cable
- CSO Depick intersection, notify TSOG testing is complete and forward checklist to TSOG
- TSOG Addpick intersection
- TSOG Check local timings and operation
- TSOG Connect comm cable
- TSOG Check system timings and operation
- TSOG Update Cartograph

RESULTS

Pickup Complete: Yes Time: _____
 No Comment: _____

COMMENTS (e.g. NBLA on recall due to faulty loop)

UTC SYSTEM CHECKLIST

Location: _____ **Pickup By:** _____ **CSO:** _____
PX: _____ **Contractor:** _____
Date: _____ **TSOG:** _____

ACTION BY	PREPARATION	COMMAND
TSOG	<input type="checkbox"/> Update UTC Database	DBAS
TSOG	<input type="checkbox"/> Update UTC Timing Plans	DBAS/PPRP J12345
TSOG	<input type="checkbox"/> Update UTC Timetables	TTBP 1/2
TSOG	<input type="checkbox"/> Check SFs – SF1 (Plan __); SF2 (Plan __); SF3 (Plan __); SF4 (Plan __) & Run Controller Checks Using Plan ____	WHAT F12340 & SEED F 12341
CSO	<input type="checkbox"/> Check Central – RCCU Communication Status	DIPM J12345/MONI J12345
CSO	<input type="checkbox"/> Isolate Intersection	ISOL J12345
CONTRACTOR	<input type="checkbox"/> Confirm CSO Ready to Proceed	

PRE-PICKUP		
CSO	<input type="checkbox"/> Change Current UTC Timing Plan to 0 (local plan)	PLAN J12345 0
CSO	<input type="checkbox"/> Log OUT Control & Reply Bits	LOTU X12340
CSO	<input type="checkbox"/> Reinstate System Control	XISO J12345*
CSO	<input type="checkbox"/> Activate Central Demand Detectors (DD)	DEMA J12345 *
CONTRACTOR	<input type="checkbox"/> Pull Local Detector Cards	
CSO	<input type="checkbox"/> Confirm DD Bit Reply & All Callable Stages Served	DIPM J12345/MONI J12345
CONTRACTOR	<input type="checkbox"/> Reinsert Local Detector Cards	
CSO	<input type="checkbox"/> Deactivate Central DD	XDEM J12345 *
CONTRACTOR	<input type="checkbox"/> Switch Remote Reconnect (RR) ON	
CSO	<input type="checkbox"/> Confirm RR Bit Reply	MONI J12345
CONTRACTOR	<input type="checkbox"/> Switch Manual Control (MC) ON	
CSO	<input type="checkbox"/> Confirm MC Bit Reply	MONI J12345
CONTRACTOR	<input type="checkbox"/> Switch MC OFF	
CONTRACTOR	<input type="checkbox"/> Create Detector Fault (DF)	
CSO	<input type="checkbox"/> Confirm DF Bit Reply in Position 14	DIPM J12345/MONI J12345
CONTRACTOR	<input type="checkbox"/> Remove DF	
CONTRACTOR	<input type="checkbox"/> Create Pre-emption Call	
CSO	<input type="checkbox"/> Confirm Pre-emption (HC) Bit Reply	DIPM J12345/MONI J12345
CSO	<input type="checkbox"/> Confirm Green Return Bits	DIPM J12345/MONI J12345

PICKUP		
CONTRACTOR	<input type="checkbox"/> Switch RR OFF	
CSO	<input type="checkbox"/> Reinstate UTC Control	PLAN J12345 1
CSO	<input type="checkbox"/> Confirm Re-sync (SR) Bit Reply	DIPM J12345/MONI J12345
CONTRACTOR	<input type="checkbox"/> Confirm Pre-control LED	
CSO	<input type="checkbox"/> Confirm Stage Hold Bit Reply	MONI J12345
CONTRACTOR	<input type="checkbox"/> Confirm Stage Hold LED	
CSO	<input type="checkbox"/> Confirm Interval Advance Bit Reply	MONI J12345
CONTRACTOR	<input type="checkbox"/> Confirm Force Off LED	
CSO	<input type="checkbox"/> Confirm Signal In-sync in Normal Plan	DIPM J12345/MONI J12345
CSO	<input type="checkbox"/> Verify Operation of Special Functions (SF)	PLAN J12345 # (see above)
CSO	<input type="checkbox"/> Check All Other Plans	PLAN J12345 #
CSO	<input type="checkbox"/> Run Controller Checks	CHCK J12345
CSO	<input type="checkbox"/> Log 24-hour Split Timings	SSGM J12345
CSO	<input type="checkbox"/> Verify SCOOT Detectors	MONI J12345

Location	Movement	Location	Movement
<input type="checkbox"/> SD1 (32 – 35)	_____	<input type="checkbox"/> SD7 (56-59)	_____
<input type="checkbox"/> SD2 (36 – 39)	_____	<input type="checkbox"/> SD8 (60-63)	_____
<input type="checkbox"/> SD3 (40 – 43)	_____	<input type="checkbox"/> SD9 (64-67)	_____
<input type="checkbox"/> SD4 (44 – 47)	_____	<input type="checkbox"/> SD10 (68-71)	_____
<input type="checkbox"/> SD5 (48 – 51)	_____	<input type="checkbox"/> SD11 (72 -75)	_____
<input type="checkbox"/> SD6 (52 – 55)	_____	<input type="checkbox"/> SD12 (76-79)	_____

RESULTS
Pickup Complete: Yes Time: _____
 No Comment: _____

ARIES CHECKLIST

Location: _____ **Pickup By:** _____ **CSO:** _____
PX: _____ **Contractor:** _____
Date: _____ **TSOG:** _____

ACTION BY PREPARATION

PRE-PICKUP

- TSOG Add Zone if required
- TSOG Add Intersection to Zone
- TSOG Setup Real-Time Intersection Delay
- TSOG Add Intersection to Zone Display
- TSOG Notify CSO that testing can begin

PICKUP

- CONTRACTOR Contact CSO for ARIES pick-up
- CSO Upload intersection data
- CSO Save uploaded data
- CSO Check Real-Time Display
- CSO Confirm detector monitoring with contractor for each detector programmed

Position: 1 2 3 4 5 6 7 8

Type: _____

Monitoring Direction: _____

- CSO Verify minimum, partial and maximum extensions
- CONTRACTOR Create WRM call
- CSO Confirm WRM operation on Real-Time Display
- CONTRACTOR Check firehall, railway, transit and timing preemption
- CSO Confirm preemption status
- CONTRACTOR Switch manual/police control on
- CSO Confirm manual/police monitor
- CONTRACTOR Place signal on flash (for controllers being tested in shop)
- CSO Confirm flash status
- CSO Notify TSOG that testing is complete and forward checklist to TSOG
- TSOG Check uploaded timings with timing card
- TSOG Check local timings and operation
- TSOG Check split monitor report
- TSOG Check event logs
- TSOG Print copy of the database for the 'Aries Database Changes' binder
- TSOG Update Cartograph

RESULTS

Pickup Complete: Yes Time: _____
 No Comment: _____

COMMENTS (e.g. NBLA on recall due to faulty loop)

TransSuite CHECKLIST FOR CONTROLLERS IN THE FIELD

Location: _____ Pickup By: _____ CSO: _____
 PX: _____ Contractor: _____
 Date: _____ TSOG: _____
 Channel/Drop: _____
 UCM Database Version: _____

PRE-PICKUP

ACTION BY		ACTION	INTERFACE	COMMAND(S)
TSOG	<input type="checkbox"/>	Add channel if it does not already exist.	Management User Interface (Mgmt UI)	File > Add New > Channel (enter channel, position, CCS and protocol)
TSOG	<input type="checkbox"/>	Configure new channel created		Chn Commands > Configure
TSOG	<input type="checkbox"/>	If changes are made to channel configure file, send config file to CCS		CCS Commands > Send Config File
TSOG	<input type="checkbox"/>	Add intersection		
TSOG	<input type="checkbox"/>	Configure new intersection created		File > Add New > Intersection (enter PX# and Jurisdiction)
	<input type="checkbox"/>			Int Commands > Configure
	<input type="checkbox"/>			Fill in info on Config tab and click Apply
	<input type="checkbox"/>			Fill in info on Det Config tab and click Apply
	<input type="checkbox"/>			Fill in info on Filters tab and click Apply
TSOG	<input type="checkbox"/>	Rename default version name and description	Controller Database Manager (Ctrlr DB Mgr)	Device List > Open PX# that was created > Select default version > Change version name/description (enter 'System Pickup' for New Name and current date for New Description)
TSOG	<input type="checkbox"/>	Update 'Mods' spreadsheet		
TSOG	<input type="checkbox"/>	Provide copy of timing card with updated channel/drop info and system loop drawing to CSO		

PICKUP

ACTION BY		ACTION	INTERFACE	COMMAND(S)
CSO	<input type="checkbox"/>	Check comm status	Mgmt UI	Channel Report > Drop Info (valid % should be above 90%)
CSO	<input type="checkbox"/>	Upload controller database to 'System Pickup' version	Ctrlr DB Mgr	Upload All
CSO	<input type="checkbox"/>	Save uploaded data		Save and add journal entry (ex. Upload successful)
CSO	<input type="checkbox"/>	Bring signal on Standby	Mgmt UI	Int Commands > Put Standby
CSO	<input type="checkbox"/>	Pickup signal		Int Commands > Put Online
CSO	<input type="checkbox"/>	Check online status		Intersection Reports (Comm Mod and Comm Status should show Online)
CSO	<input type="checkbox"/>	Confirm detector monitoring with contractor for each local detector programmed (also obtain information from contractor on what lane the detector is serving)		Intersection Reports > Dets (vehicle detectors to test can be found from the uploaded data on the Ctrlr DB Mgr; NS pushbutton calls should be reported on position 2 and EW on 6)

Local Detectors:

Position: 1 2 3 4 5 6 7 8
 Monitor:

Type (veh/ped): ___ ___ ___ ___ ___ ___ ___

Lane/Direction: ___ ___ ___ ___ ___ ___ ___

PICKUP (CONTINUED)

ACTION BY		ACTION	INTERFACE	COMMAND(S)
CSO	<input type="checkbox"/>	Verify system detectors	Mgmt UI	Intersection Reports > Dets (check that volume, occupancy and speed data is reported)
Contractor	<input type="checkbox"/>	Create Pre-emption Call Confirm Pre-emption Status		Intersection Reports > Alarm Flags (should show check mark beside preempt)
CSO	<input type="checkbox"/>	Check Time Consistency		Intersection Reports > Time Consistency > Request Report (Time Difference should be less than 3 secs)
CSO	<input type="checkbox"/>	Test Special Functions		Intersection Reports > Special Fns
Contractor	<input type="checkbox"/>	Update cabinet paperwork with channel/drop info		
CSO	<input type="checkbox"/>	Activate split logger		Int Commands > Manage STL > Start STL > enter 2999 for year

POST-PICKUP

ACTION BY		ACTION	INTERFACE	COMMAND(S)
TSOG	<input type="checkbox"/>	Review uploaded data with info on timing card	Ctrlr DB Mgr	
TSOG	<input type="checkbox"/>	Check controller timings and operation in the field Update timing card in cabinet with system pickup date		
TSOG	<input type="checkbox"/>	Generate and Review Split Monitor Report	Mgmt UI	Intersection Report > Split Logger > Phase Times > Enter Start and End Dates and Times > Generate Report
	<input type="checkbox"/>	Check controller log for any failures over 24 hour period and adjust intersection filters as required		Int Commands > Show Controller Log
TSOG	<input type="checkbox"/>	Create ATMS drawing file	ATMS Explorer	
TSOG	<input type="checkbox"/>	Update Cartegraph		

RESULTS

Pickup Complete: Yes Time: _____
 No Comment: _____

COMMENTS (e.g. NBLA on recall due to faulty loop)
