

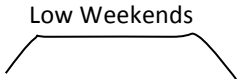
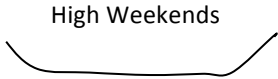

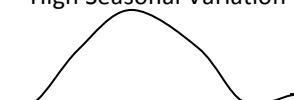


Permanent Count Program Checklist	Done?
<p>1&2. Review the existing program and create an inventory. Make sure to ask around! Reach out to parks departments, business districts, and health departments. All are potential data collectors.</p> <ul style="list-style-type: none"> • Where are they? • What are they counting? • What technology do they use? • How long have they been counting there? • Have they evaluated accuracy? <p>QA/QC the data. For example, count bikes/peds for 1 or 2 peak hours and compare to the automated counts¹. Compute a correction factor (actual /automated count) to account for under or overcounting. Also, check for unusually high counts and suspect zero counts.</p>	
<p>3. Look at the data. What patterns do you see?</p> <p>Plot the patterns over the day</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>Commute</p>  </div> <div style="text-align: center;"> <p>Non-Commute</p>  </div> </div> <p>Plot the patterns over the week</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>Low Weekends</p>  </div> <div style="text-align: center;"> <p>High Weekends</p>  </div> </div> <p>Plot the average counts over the year</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>Low Seasonal Variation</p>  </div> <div style="text-align: center;"> <p>High Seasonal Variation</p>  </div> </div>	
<p>4. Group count stations by pattern. For example, commute, non-commute, mixed.</p>	
<p>5. Do you have enough count stations? Are there any patterns you expected to see but didn't? Are all regions represented? Do you have at least 3 stations per group? If you answer "no" to any of these questions, consider installing additional count stations.</p>	
<p>6. Select locations for additional count stations, if needed. Develop selection criteria and a data collection plan. (see TMG Chapter 2)</p>	
<p>7. Compute monthly, day-of-week, and hour-of-day (if applicable) factors to use in annualizing short duration counts.</p> <p>In the absence of a full set of counters:</p> <ol style="list-style-type: none"> 1. Use whatever accurate permanent count datasets you have to create factors. 2. If you have no permanent count data, check with your state or region. 3. If you find no data or factors, use the NBPDP² factors for now, and install one or more permanent counters soon. 	

Short-Duration Count Program Checklist	Done?
1. Select Count Locations	
2. Select Intersection vs. Segment (aka screenline) Count and Counter Technology	
3. Select Count Duration (7-days recommended, 24-hrs minimum, but 2-hrs still usable)	
4. Schedule Counts (Choose months with high bike/ped traffic. ³)	
<p>5. Annualize Short-duration Counts by applying factors from Step 7 above. For example:</p> <p style="text-align: center;">Annual Average Daily Bicyclists = (24-hr Count) X (Daily Factor) X (Monthly Factor)</p>	

For more details see Chapter 4 of the Traffic Monitoring Guide (TMG) 2013. The steps numbered above match TMG steps. <http://www.fhwa.dot.gov/policyinformation/tmguide/>

¹ Observe at least 100 bicyclists or pedestrians. For sites with high to medium volumes this can be done in 1 or 2 hours.

²The National Bicycle and Pedestrian Documentation Project (NBPDP) posts information on manual counting programs and generalized factors. <http://bikepeddocumentation.org/>

³ If less than a full week is counted, Tuesdays through Thursdays are recommended.