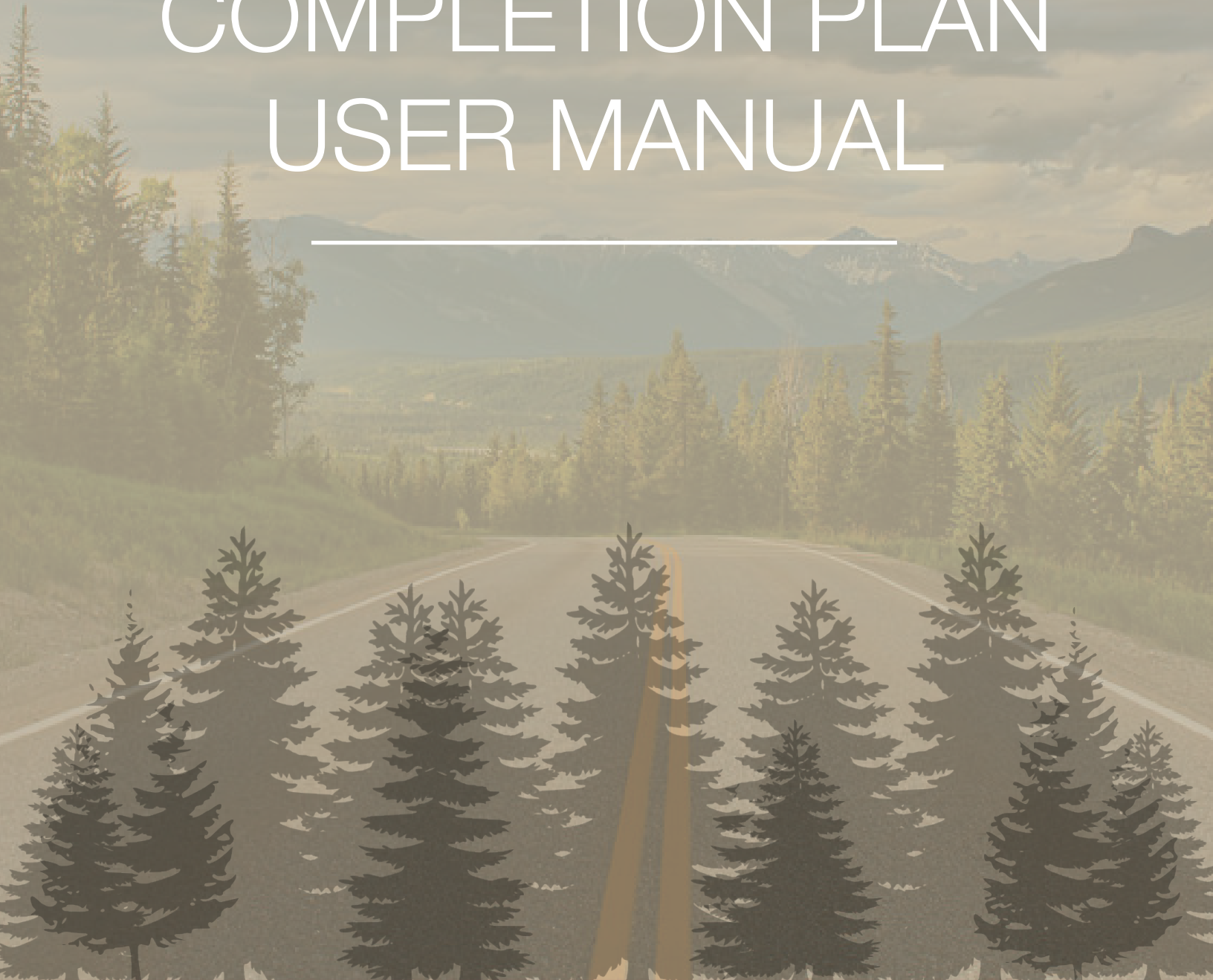




# COMPLETION PLAN USER MANUAL

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# **ADHS Completion Plan**

## User Manual

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Prepared for

Appalachian Regional Commission

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## Introduction:

Under MAP-21, each state represented on the Appalachian Regional Commission is required to establish a plan for completion of the designated corridors of the ADHS within the State. This ADHS Completion Plan On-Line system is developed to facilitate state DOTs, FHWA Division Offices and ARC for the development of the ADHS completion plan effectively. This instruction manual is to assist the users of the system to get familiar with the system operation while maintaining security of the data.

## Accessing via different Browsers:

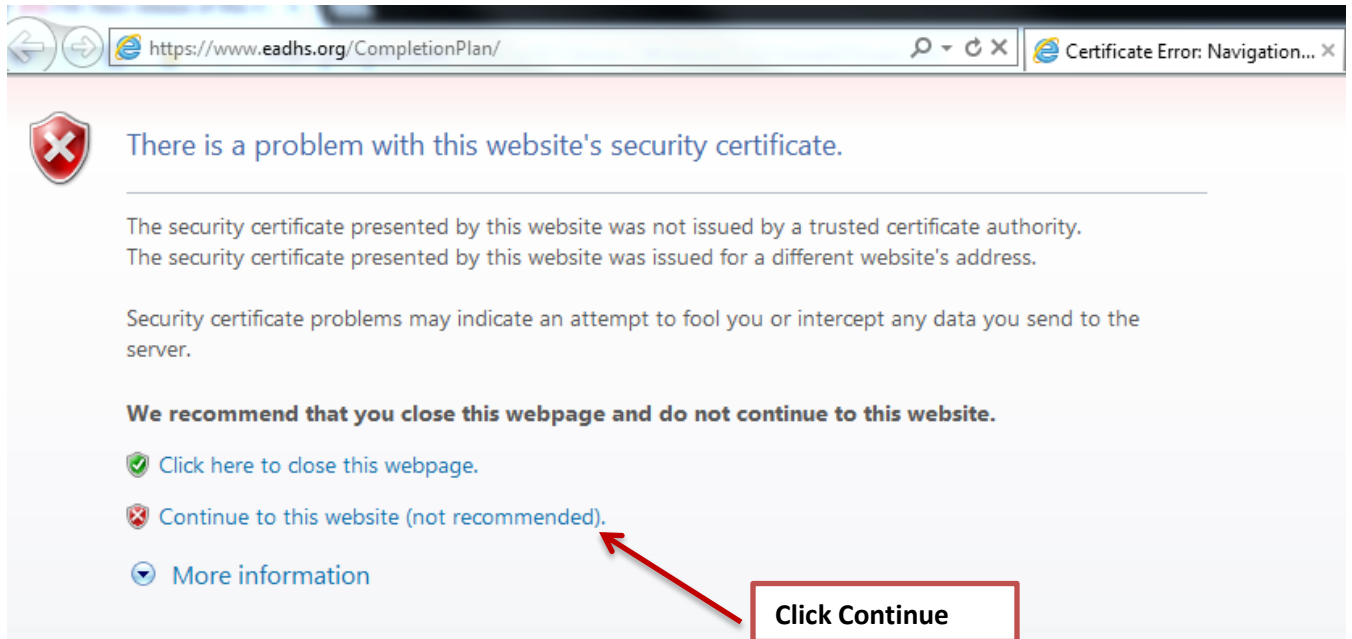
The completion plan web application was developed with security in mind, where security vulnerabilities are minimized by design. Security certificate errors or messages are expected to appear during the testing phase but should not affect the functionality or the security of the application, and or data. Such errors are different from one web browser to another and will be explained in detail in the following section, which describes how to access the system using three different web browsers; Internet Explorer, Google Chrome, and Firefox Mozilla. Each web browser deals with security issues a little differently and requires a different approach to resolving the errors or messages.

**Web Application URL:** <https://www.eadhs.org/CompletionPlan/>

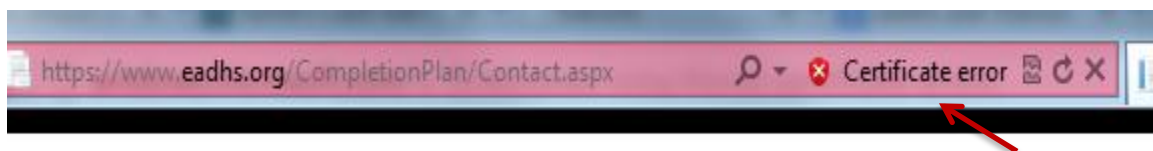
For your convenience, a link to the Completion Plan web application is available on the ADHS portal; [www.eadhs.org](http://www.eadhs.org)

1. **Internet Explorer Users:** Type <https://www.eadhs.org/CompletionPlan/> in the address bar of the internet explorer and click go and a page appears as below.

This warning appears because of the certification error, certificate errors occur when there is a problem with a certificate or the server's use of the certificate. Internet Explorer generally keeps your information more secure by warning you about certificate errors.

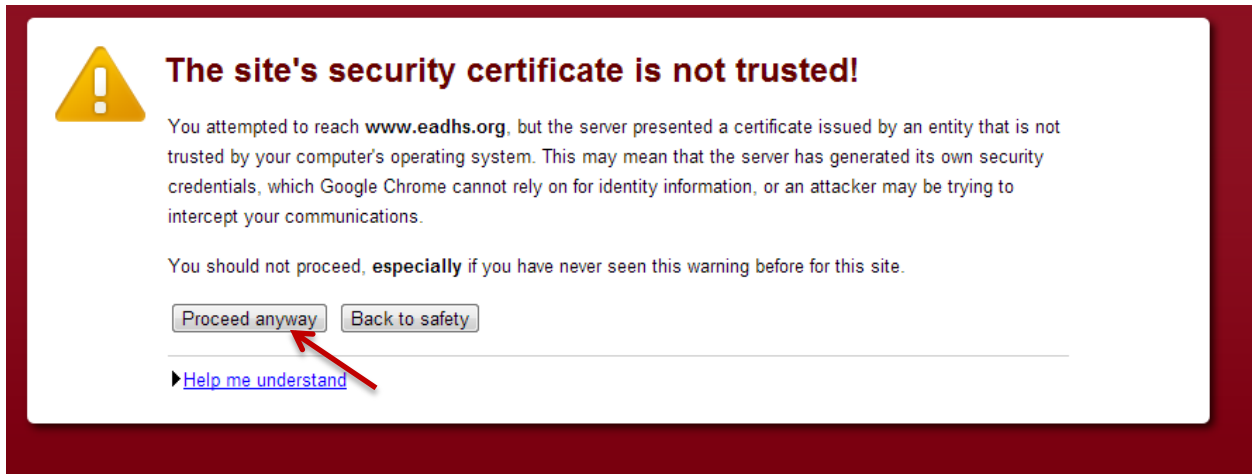


You can click Continue to this website on the certificate error blocking page to go to the website. If you ignore the warning page and go to a website that has presented a certificate containing errors, Internet Explorer will remember the certificate while you have your browser open. You can return to the site and will not receive another warning for that certificate until Internet Explorer is restarted. However, you will still see the red address bar and the message Certificate Error in the Security Status bar.




It shows the certification but it is absolutely safe since this is a trusted site.

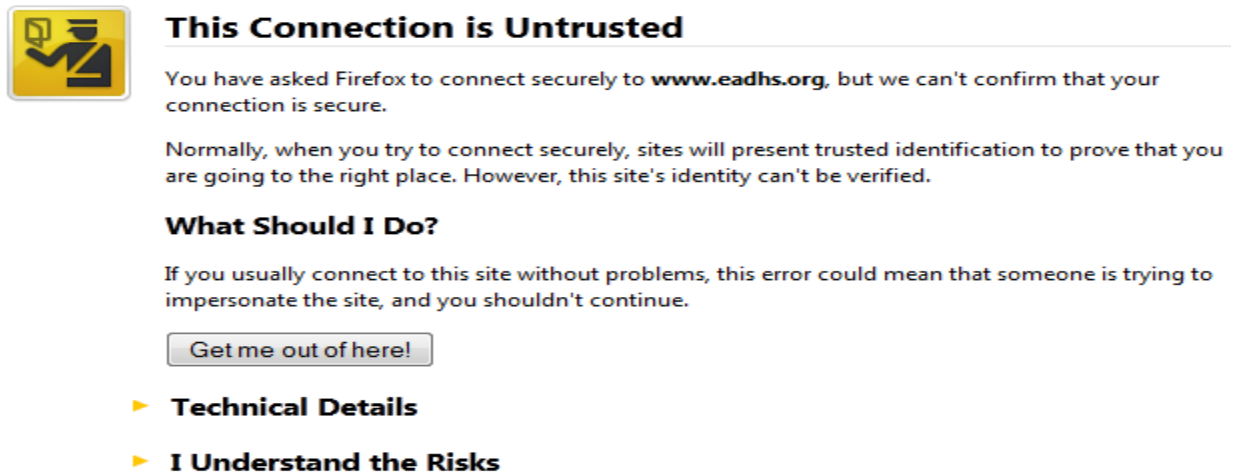
2. **Google Chrome Users:** Type <https://www.eadhs.org/CompletionPlan/> in the address bar of the google chrome and click go and a page appears as below.



This warning appears because of the certification error.

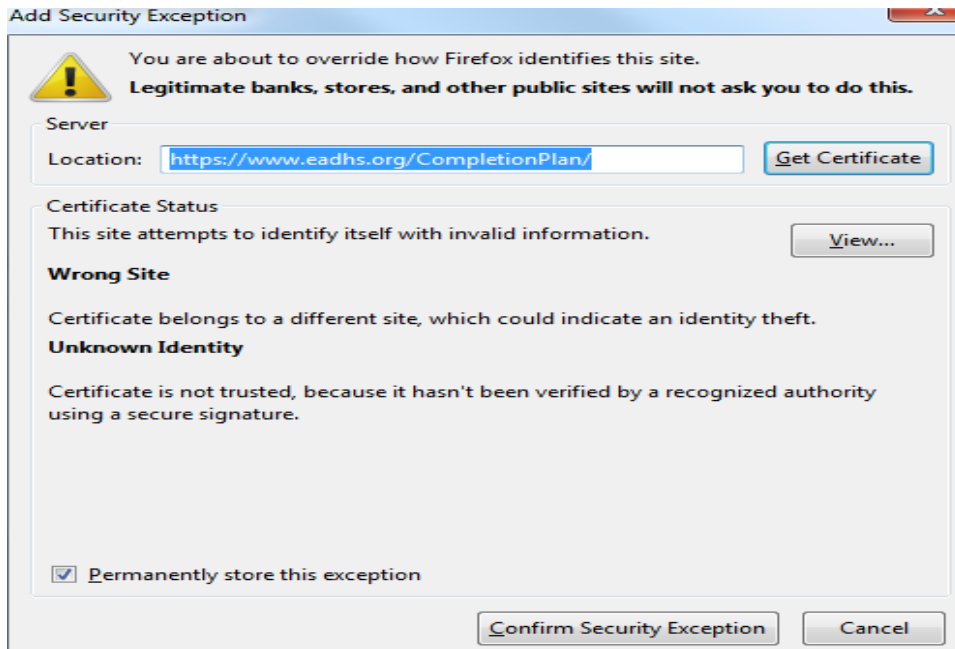
Click **"Proceed anyway"** to continue to the site. , appears on the address bar just to show that "site security is not trusted." This will redirect you to the web application.

3. **Firefox Users:** Type <https://www.eadhs.org/CompletionPlan/> in the address bar of the Firefox and click go and a page appears as below.

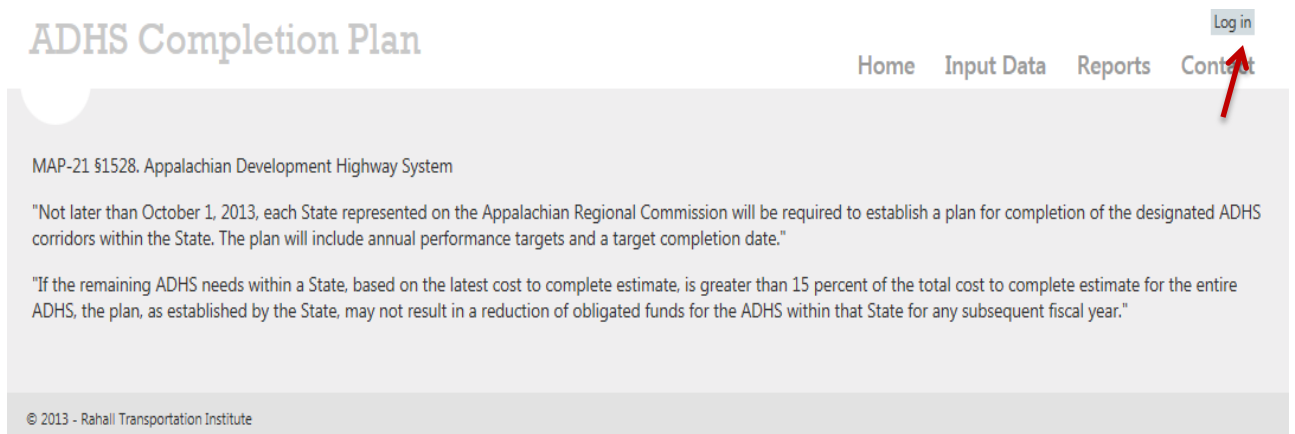


Click **"I Understand the Risks"**. Users have the option to add exception for [www.eadhs.org](https://www.eadhs.org) to the list of trusted sites. Users can choose to add this exception by checking the box beside the

Permanently store this exception option. 



After this exceptions and errors on different browsers it will navigate to the home page of the ADHS Completion Plan website. The home page appears as follows,



Click the **Log in** button on the top right corner of the page which will direct users to the log in page (see below).

**Log in.**

**Use your ADHS account to log in.**

User name

Password

☐ Remember me?


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Log in to the site using your Cost Estimate username and password.

**Navigating the ADHS Completion Plans page:**

**Home:**

[Home](#) [Input Data](#) [Reports](#) [Contact](#)



Home page gives the general information on legislation details and general information on ADHS completion plans as shown in following screen.

**ADHS Completion Plan**

[Home](#) [Input Data](#) [Reports](#) [Contact](#)

MAP-21 §1528. Appalachian Development Highway System

"Not later than October 1, 2013, each State represented on the Appalachian Regional Commission will be required to establish a plan for completion of the designated ADHS corridors within the State. The plan will include annual performance targets and a target completion date."

"If the remaining ADHS needs within a State, based on the latest cost to complete estimate, is greater than 15 percent of the total cost to complete estimate for the entire ADHS, the plan, as established by the State, may not result in a reduction of obligated funds for the ADHS within that State for any subsequent fiscal year."

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## Input Data:

Home Input Data Reports Contact

Click on the "Input Data" tab to check and update corridor information data on the the corridor completion plan.

State:  Corridor:  ☒ Show Design Information

Appropriate state is selected automatically. Users can select the relevant corridor from the drop down list.

Show design Information box **checked** will display the design information as shown in the following image, in which the sections from 1 to 13 are displayed .

1. Finance Code	20	20	20	21
2. Section Length (miles)	2.9	2.2	8.5	7.8
3. Class Code	R	R	R	R
3. Urban Area Code	0	0	0	0
4a. Location: FIPS State	01	01	01	01
4a. Location: FIPS County	059	059	059	059
4a. Location: FIPS Congressional	04	04	04	04
4b. HPMS Route	00XP059A01	00XS059024	00XS059024	00XS059024
4b. HPMS Subroute	00	00	00	00
4c. HPMS Signed Route	0000000024	0000000024	0000000024	0000000024
4c. Strip Map Number	V1	V1	V1	V2
5. Estimate Section	1	1	1	1
5. NHS Designation	NHS	NHS	NHS	NHS
6. Design Speed (mph)	65	65	65	65
7a. Traffic: ADT-Base Year (2010)	2,340	6,160	3,440	4,180
7b. Traffic: ADT-Year 2020	3,300	8,690	4,850	5,890
7c. Traffic: Design Year	2,028	2,028	2,031	2,031
7d. Traffic: ADT-Design Year	4,990	12,830	6,620	8,040
7e. Traffic: DHV-Design Year	549	1,411	728	804
7f. Traffic: % Truck Design Year (DHV)	14	9	12	11
7g. Traffic: % Truck Design Year (ADT)	18	12	16	15
7h. Traffic: Directional Distribution Factor	60	60	60	60
8. Number of Lanes to be Constructed this Estimate	0	0	0	2
9. Ultimate Number of Through Traffic Lanes	4	4	4	4
10. Typical X-Section of Reference	1	2	2	2
10. Access Control	Partial	Partial	Partial	Partial
11. Right-of-Way Width (ft), prevailing	300	300	300	300
12. Median Width (ft), prevailing	54	54	54	54
13. Status of Development (Figure 4)	3A2	3A2	3A2	3A3C
14. Location Study Stage				
a. Estimated Starting Date (mm/dd/yyyy)	2/21/2013			
b. Estimated Ending Date (mm/dd/yyyy)	5/30/2013			
c. Projected Federal Fund Obligation	450000000			
d. Funding Sources/FMIS Codes	L98			
e. Year of Obligation	2014			
15. Design R/W Stage				
a. Estimated Starting Date (mm/dd/yyyy)				
b. Estimated Ending Date (mm/dd/yyyy)				
c. Projected Federal Fund Obligation				

Show design Information box **Unchecked** will collapse the design information and display only the data entry section.

State	AL	AL	AL	AL
Corridor	V	V	V	V
Section ID	A 01.0.0	A 01.1.0	A 02.0.0	A 03.0.0
13. Status of Development (Figure 4)	3A2	3A2	3A2	3A3C
14. Location Study Stage				
a. Estimated Starting Date (mm/dd/yyyy)	2/21/2013			
b. Estimated Ending Date (mm/dd/yyyy)	5/30/2013			
c. Projected Federal Fund Obligation	450000000			
d. Funding Sources/FMIS Codes	L98			
e. Year of Obligation	2014			
15. Design R/W Stage				
a. Estimated Starting Date (mm/dd/yyyy)				
b. Estimated Ending Date (mm/dd/yyyy)				
c. Projected Federal Fund Obligation				
d. Funding Sources/FMIS Codes				
e. Year of Obligation				
16. Stage Construction Stage				
a. Estimated Starting Date (mm/dd/yyyy)				
b. Estimated Ending Date (mm/dd/yyyy)				
c. Federal Fund Obligation				
d. Funding Sources/FMIS Codes				
e. Year of Obligation				
17. Final Construction Stage				
a. Estimated Starting Date (mm/dd/yyyy)				
b. Estimated Ending Date (mm/dd/yyyy)				
c. Projected Federal Fund Obligation				
d. Funding Sources/FMIS Codes				
e. Year of Obligation				
18. Total Projected Federal Fund Obligation	450000000	0	0	0
<input type="button" value="Update"/>				

### Data Entry:

The data can be entered by selecting the appropriate box and manually typing in the data. Field designated for date selection allows users to either add the date from a calendar or input the date manually following this format **MM/DD/YYYY**.

2/21/2013

February, 2013

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	1	2
3	4	5	6	7	8	9

Today: February 26, 2013

Automatic Date Selection

Manual Date Entry

02/21/2013

To update the data entered click the update button on right corner at the very end of the page.

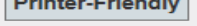
Users can navigate through the different pages using the Next and Previous buttons.

State: AL

Corridor: V

Previous

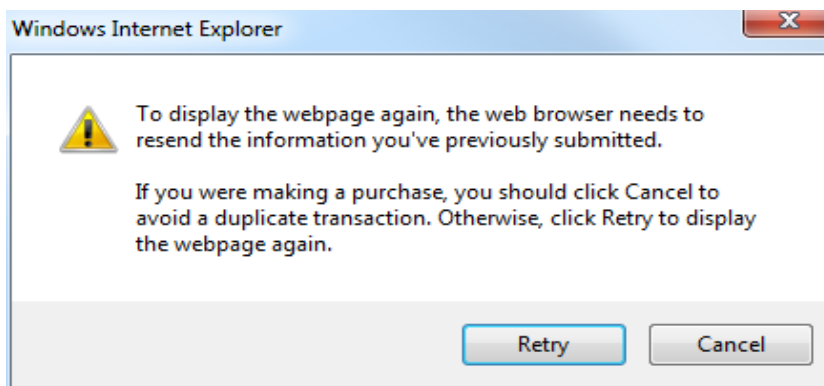
Next

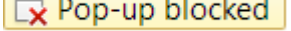
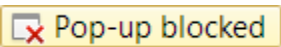
**Print Option:** On the top right hand corner there is an option  which helps to print the information on the current page.

In **Internet explorer** it will display the message “Internet Explorer blocked a pop-up from [www.edhs.org](http://www.edhs.org)”. Click the “Options for this site” button, which will allow users to choose “Allow Always for this site” in Internet Explorer.



After selecting the “Allow Always for this site” option, click the Retry button in order to display the webpage again. This will show the preview of the page in a new window with a formatted version of the completion plan to facilitate printing using A4 paper.



In **Google Chrome**,  pops in the address bar. Click the , which will give the option to “Allow pop ups for [www.eadhs.com](http://www.eadhs.com)”. A preview of the page opens in a new window with a formatted version of the completion plan to facilitate printing using A4 paper.

In **Firefox**, the warning message is shown as below stating pop-up is blocked.



Click the “options” button to allow the selection of the “Allow pop-ups for [www.eadhs.org](http://www.eadhs.org)”, which will then open the preview page in new window with a formatted version of the completion plan to facilitate printing using A4 paper.

## ADHS Completion Plan

State	AL	AL	AL	AL
Corridor	V	V	V	V
Section ID	B 07.2.2	B 07.3.0	B 09.0.0	B 11.0.0
1. Finance Code	21	21	21	21
2. Section Length (miles)	2.7	0.6	6.4	2.3
3. Class Code	U	U	R	R
3. Urban Area Code	184	184	0	0
4a. Location: FIPS State	01	01	01	01
4a. Location: FIPS County	089	089	089	071
4a. Location: FIPS Congressional	05	05	05	05
4b. HPMS Route	00XS089002	00XS089002	00XS089002	00XS071002
4b. HPMS Subroute	00	00	00	00
4c. HPMS Signed Route	0000000002	0000000002	0000000002	0000000002
4c. Strip Map Number	V10	V10	V10	V11
5. Estimate Section	1	1	1	1
5. NHS Designation	NHS	NHS	NHS	NHS
6. Design Speed (mph)	65	65	65	65
7a. Traffic: ADT-Base Year (2010)	28,180	28,180	20,120	15,610
7b. Traffic: ADT-Year 2020	39,730	39,730	28,370	22,010
7c. Traffic: Design Year	2,036	2,022	2,025	2,000
7d. Traffic: ADT-Design Year	61,490	54,700	38,860	14,090
7e. Traffic: DHV-Design Year	6,764	6,020	4,270	1,550
7f. Traffic: % Truck Design Year (DHV)	7	7	10	11
7g. Traffic: % Truck Design Year (ADT)	9	9	13	14
7h. Traffic: Directional Distribution Factor	60	60	60	60
8. Number of Lanes to be Constructed this Estimate	0	0	0	0
9. Ultimate Number of Through Traffic Lanes	4	4	4	4
10. Typical X-Section of Reference	7	7	2	2
10. Access Control	Partial	Partial	Partial	Partial
11. Right-of-Way Width (ft), prevailing	150	150	300	209
12. Median Width (ft), prevailing	30	30	54	54
13. Status of Development (Figure 4)	3A3A	3A3A	3A3A	3A3A
14. Location Study Stage				
a. Estimated Starting Date				

**Note:** Users can print the currently displaying page. To print all pages, navigate through the pages using the NEXT button, and print them separately.

## Reports:

Home Input Data Reports Contact



This option will be available in the future.

## **Contact Information:**

For technical questions please contact

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