

# Baton Rouge Area Regional ITS Architecture

## ***Maintenance Procedures***

The Regional ITS Architecture was created to guide the development of ITS projects and programs and be consistent with ITS strategies and projects contained in the transportation plans. The Regional ITS Architecture will need to be updated to reflect changes resulting from project implementation, addition of new stakeholders, modifications to the National ITS Architecture, or those resulting from the planning process itself.

The maintenance procedure policy outlined below specifies how often changes will be made, and how they will be reviewed and implemented.

## ***Approvals***

The Regional ITS Architecture was formally adopted after action by the Baton Rouge MPO Transportation Policy Committee. The architecture must be re-approved by the Transportation Policy Committee on an as needed basis (23CFR 940.9(f), 940.11(d)).

The Baton Rouge Area Regional ITS Architecture was developed in accordance with Version 5.1 of the National ITS architecture and was formally adopted in September 2006.

## ***Amendments & Administrative Revisions***

The Baton Rouge Regional ITS Architecture is a continuously evolving product and will require periodic modifications prior to the development of a new version of the architecture. Depending on the nature of the required modifications, BR MPO will treat the change either as an "Amendment" or as an "Administrative Revision."

If a proposed modification to the Regional ITS Architecture meets one or more of the following criteria, it will require an amendment to the architecture:

### **Amendments**

<b><u>Criteria</u></b> <b><i>Events:</i></b>	<b><u>Possible Cause</u></b>	<b><u>Process</u></b>
<ol style="list-style-type: none"><li>1. Changes in scope of services considered</li><li>2. Changes in stakeholder or element names</li></ol>	<ol style="list-style-type: none"><li>1. National ITS Architecture has been expanded and updated to include new user services or to better define how existing elements satisfy the user services</li><li>2. An agency's name or the name used to describe their element(s) undergoes change.</li></ol>	<p>CRPC (MPO) will accept requests to modify the architecture on a continuing basis. For amendments, CRPC will complete the following process:</p> <ol style="list-style-type: none"><li>1. The MPO/ITS Steering Committee determines</li></ol>

<p>3. Changes in Other Architectures</p> <p><b>Project Changes:</b></p> <p>4. Project Definition or Implementation</p> <p>5. Project Addition/Deletion</p> <p>6. Project Priority</p>	<p>3. Architectures may overlap (e.g. a statewide ITS architecture and a regional ITS architecture for a region within the state) and a change in one might necessitate a change in the other</p> <p>4. When actually defined or implemented, a project may add, subtract or modify elements, interfaces, or information flows from the regional ITS architecture</p> <p>5. A project might be added or deleted through the planning process or through project delivery and some aspects of the regional ITS architecture that are associated with the project may be expanded, changed, or removed.</p> <p>6. The planned project sequencing may change due to funding constraints or other considerations</p>	<p>the need to update the architecture or accept requests for modifications by electronic mail or hard copy letter</p> <p>2. Assess the impact of proposed modification</p> <p>3. Obtain required approval by the ITS Steering Committee</p> <p>4. Publish and advertise the proposed amendment consistent with the CRPC's Public Involvement Plan</p> <p>5. Obtain required approval by the Total Transportation Policy Committee</p> <p>6. Update the Regional ITS Architecture to reflect the amendment</p>
---	--	--

## ADMINISTRATIVE REVISIONS

<u>Criteria</u>	<u>Possible Cause</u>	<u>Process</u>
<p>In general, if a proposed modification does not meet the requirements for an Amendment as described above, or is simply to correct an error in the architecture database, it will be processed as an Administrative Revision.</p>		<p>For administrative revisions, CRPC will complete the following process:</p> <ol style="list-style-type: none"> <li>1. The MPO/ITS Steering Committee finds an administrative error or accept requests for modifications by electronic mail or hard copy letter</li> <li>2. Copy affected project sponsors on all correspondence concerning the proposed revision</li> <li>3. Update the Regional ITS Architecture to reflect the administrative revision</li> </ol>