













Great Sign
Give Away

AGENCY NAME: _____
 CONTACT Name/Email: _____
 DATE: _____






*Select up to ten (10) signs total (per Agency) along with associated steel posts and reflective post sheeting.
 *All 36" and larger signs shall be installed on two (2) steel posts.

	Sign Code	Description	Picture	Dimensions	Quantity (each)
Intersection Signs	R1-1	Stop		36"	
	W1-7	Large Two Direction Target Arrow		48" x 24"	
	W3-1	Stop Ahead		36" x 36"	
Horizontal Curve Signs	W1-1L	Turn ahead (left)		36" x 36"	
	W1-1R	Turn ahead (right)		36" x 36"	
	W1-2L	Curve ahead (left)		36" x 36"	
	W1-2R	Curve ahead (right)		36" x 36"	
	W1-3L	Reverse Turn ahead (left)		36" x 36"	
	W1-3R	Reverse Turn ahead (right)		36" x 36"	
	W1-4L	Reverse Curve ahead (left)		36" x 36"	
	W1-4R	Reverse Curve ahead (right)		36" x 36"	
	W1-5R	Winding Road (right)		36" x 36"	
	W1-5L	Winding Road (left)		36" x 36"	
	W1-8	Chevron		18" x 24"	
	W13-1p	Advisory speed plaque (Note the speed that should be shown)		18" x 18"	Note here what speed should be shown and the quantity of each speed sign.
	Posts and Post Sheeting	-	Yellow reflective post sheeting		6'
-		Red reflective post sheeting		6'	
-		3 lb Steel Post		14'	



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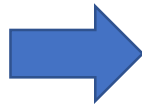
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Horizontal Curve Signs

Posts and Post Sheeting

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REIMBURSEMENT

We've got a
Form for that!

Michigan Department
of Transportation
1519 MODIFIED (9/18)

TRAVEL EXPENSE VOUCHER
LOCAL AGENCY SAFETY PEER EXCHANGE

Clear Form

AGENCY	NAME	VENDOR ID or INDIVIDUAL SSN	DATE SUBMITTED
MAILING ADDRESS	TITLE OF POSITION	DATE(S) ATTENDED From: 10/11/18 To: 10/11/18	

DATE (MMDD/YY)	DESCRIPTION	HOUR OF		VEHICLE EXPENSE		HOTEL	MEALS	REGISTRATION	INCIDENTALS	DAILY TOTAL	
		DEPARTURE	RETURN	# MILES	TOTAL						
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
					\$0.00			\$0.00		\$0.00	
TOTAL >>						\$0.00			\$0.00		\$0.00
GRAND TOTAL >>										\$0.00	

REQUESTING REIMBURSEMENT: Employee Employee's Agency

COMMENTS



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

September 11, 2018

Dear Local Official:

Subject: Local Agency Safety Peer Exchange Travel Reimbursement

The Michigan Department of Transportation (MDOT) is pleased to announce the availability of funds for local agencies to use if attending the Local Agency Safety Peer Exchange. The Peer Exchange will be held at the MDOT Aeronautics Building in Lansing, Michigan, on October 11, 2018.

MDOT will provide reimbursement for local agencies located more than 100 driving miles from Lansing to send up to two employees to the Peer Exchange. Additional attendees may request to be added to a waitlist for any remaining reimbursement funds following the Peer Exchange. Expenses eligible for reimbursement include lodging, meals, and mileage costs associated with attending the Peer Exchange.

Requirements for reimbursement are:

1. Email MDOT at blazop@michigan.gov to request approval for reimbursement prior to the Peer Exchange. Attendees will be added to the reimbursement list on a first come basis based on the date of the email request.
 - a. Provide the attendee(s) name, agency, telephone number and email. Reimbursement can be directed to the attendee or the attendee's agency, but not both.
 - b. Provide the estimated travel start date along with the estimated travel end date. Reimbursement will be based on actual travel costs as described below.
2. Attendee or attendee's agency must be registered to receive payments from the State of Michigan through the SIGMA Vendor Self Service (VSS). Registration can be completed online at <https://sigma.michigan.gov/webapp/PRDVSS2XI/AltSelfService>. Attendees wishing to be reimbursed as individuals must be registered using their social security number as their tax ID number. A user guide for creating new registrations in SIGMA is included for your use.
3. Following the Peer Exchange, attendees will be provided with a travel reimbursement form. Complete the travel reimbursement form and email it or mail it, along with all receipts to Pamela Blazo at blazop@michigan.gov or MDOT Local Agency

Local Official
Local Agency Safety Peer Exchange Travel Reimbursement
Page 2 of 2

Programs (B215), 425 West Ottawa Street, P.O. Box 30050, Lansing, Michigan 48909. Requests must be postmarked no later than October 31, 2018.

4. Items allowable for reimbursement include:
 - a. Actual mileage driven from the attendee's work place to and from the conference site at the 2018 IRS premium mileage rate of \$0.535.
 - b. Lodging at a maximum of \$75 per night, plus tax.
 - i. A block of rooms has been set aside at the Quality Inn Suites, 901 Delta Commerce Dr, Lansing, 517-886-0600, with a limited number of rooms at rate of \$75/night for October 10th and 11th. Please mention the Local Road Safety Peer Exchange when making your reservations. You can also make reservations [online](#). Please note rooms need to be booked by the cutoff date of Monday, Sep 24, 2018 or they'll be released to the general public.
 - c. Meals will be reimbursed based on actual costs with receipts limited by the following maximums. Lunch on October 11, 2018 will not be eligible for reimbursement as it will be provided. Alcoholic beverages will not be reimbursed.
 - i. The maximum meal reimbursement for breakfast will be \$8.50. Travel must commence prior to 6:00 am and extend beyond 8:30 am.
 - ii. The maximum meal reimbursement for lunch will be \$8.50. Travel must commence prior to 11:30 am and extend beyond 2:00 pm. Lunch on October 11 is not eligible for reimbursement.
 - iii. The maximum meal reimbursement for dinner will be \$19.00. Travel must commence prior to 5:30 pm and extend beyond 8:00 pm.

If you have any questions or would like to request approval for reimbursement, please contact Pamela Blazo at blazop@michigan.gov or 517-335-2224.

Sincerely,

Ryan P. Doyle
Ryan P. Doyle
Sep 11 2018 3:31 PM
cc:sg

Ryan Doyle
Manager, Urban & Safety Unit
Local Agency Programs

Enclosures