Bureau of Engineering

CITY OF LOS ANGELES

GEOCODER AND SDRF MODULE TRAINING

Los Angeles Bureau of Engineering

Version 2 .0
2/6/2019

Contents

Overview

This training is for the new Geocoder interface that will launch from within the existing Online Excavation U-Permit Application System and be available starting December 6th, 2018, the same date the newly adopted *Establishment of a Street Damage Restoration Fee* (SDRF) Ordinance goes into effect. The purpose of the Geocoder Training Session will be to inform attendees about the changes to the Online Excavation U-Permit Application System and how to use the new Geocoder interface for various job applications. It is important to note that any person, corporation or agency, including any Department, Bureau, or Agency of the City of Los Angeles or any other governmental agency or authority required to obtain a permit to excavate in a public street or alley under Sections 62.02, 62.04, 62.105 or 64.17 of this Code must pay a Street Damage Restoration Fee (SDRF) at the time of obtaining the permit."

Geocoder and SRDF Module Interface

Landing Page
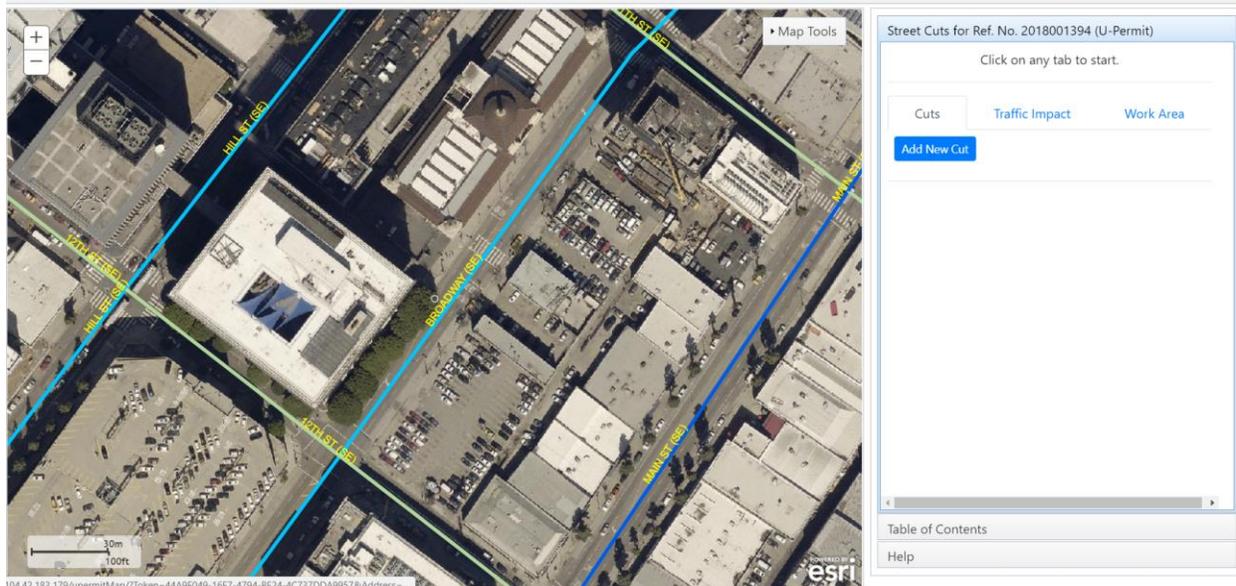
Top Line: Shows Reference Number for Permit

Horizontal Tabs: How you add data

1. Cuts Tab – add cut to street
2. Traffic Impacts Tab – add traffic lane closures
3. Work Area Tab – add area for lay down, staging
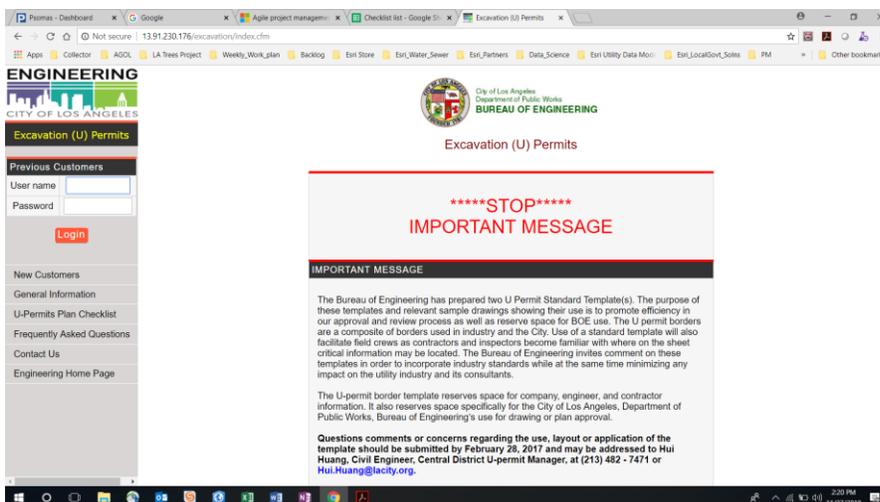
Vertical Tabs: How you find layers and help

1. Start Tab
2. Table of Contents Tab – Add data to you map
3. Help Tab – Tutorial, Help content

Launching from the existing U-Permit Application

Starting at the U-Permit Permit Page Click on **Customers** and Log in.
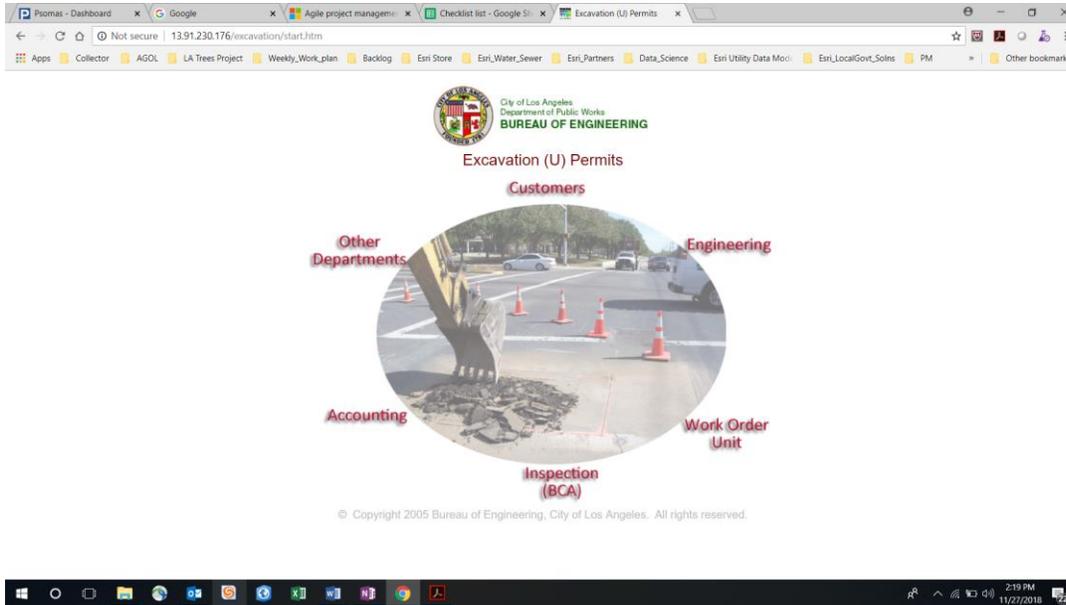
Type in User Name and Password Provided by Instructor.

Click on **Apply For A Permit** and fill in Required Filed with Made Up Data. (Note: All Data Will be Deleted after Class). For the _Job Address_ type in _600 W 9th St, Los Angeles, CA 90015,_ once all the required fields are filled out click **Submit Application**. The Following Screen will be displayed. Click on **Permit Cuts** to add cuts.

Once you click Permit Cuts the Following Screen Appears. Click on **Add Cuts(s)**

Once the Click on **Add Cut(s).** This will launch the New Geocoder Application. You should see the following page. Note it takes you to the Job Address.
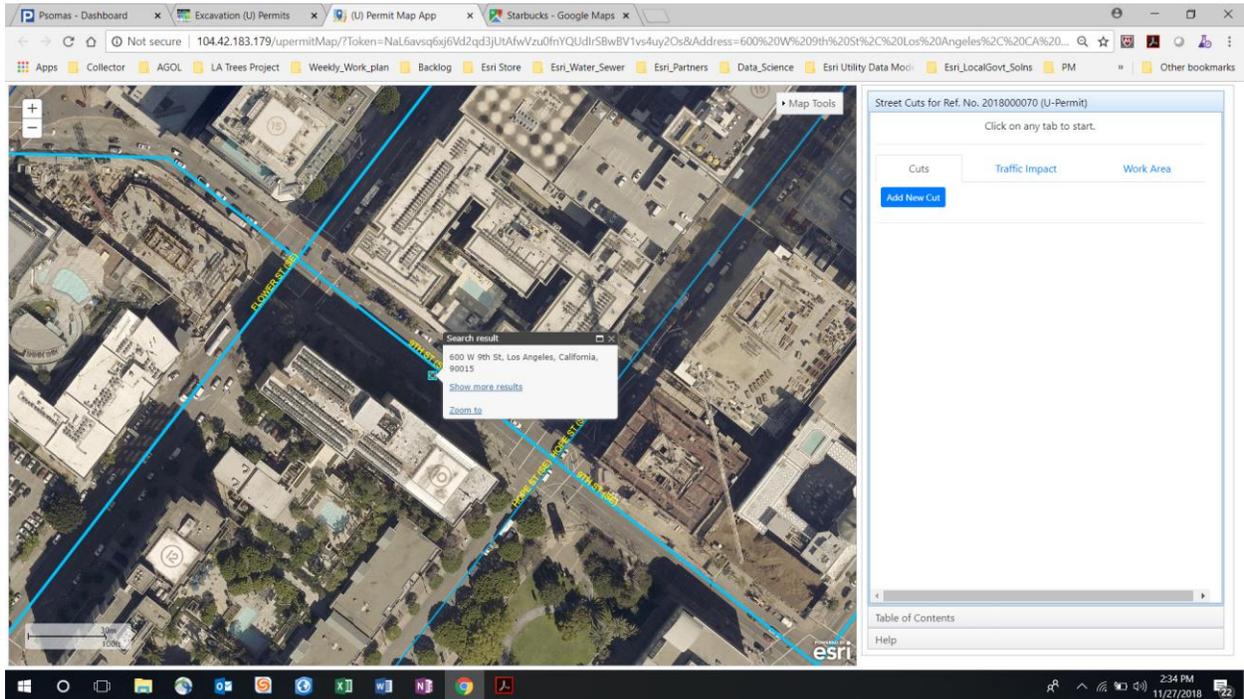
Scenario 1) Adding Cuts to a Simple Street

In this exercise you will add simple cuts on the north side of 9th street between Flower and Hope. You will use the auto placement feature to place a parallel and perpendicular cut in the required location. Note: The centerline and cross street selection determines the area the cut is placed. The instructor will cover this in class.

Auto Placement of a Parallel Cut

Click on *Add New Cuts* and enter the cut details as shown below.
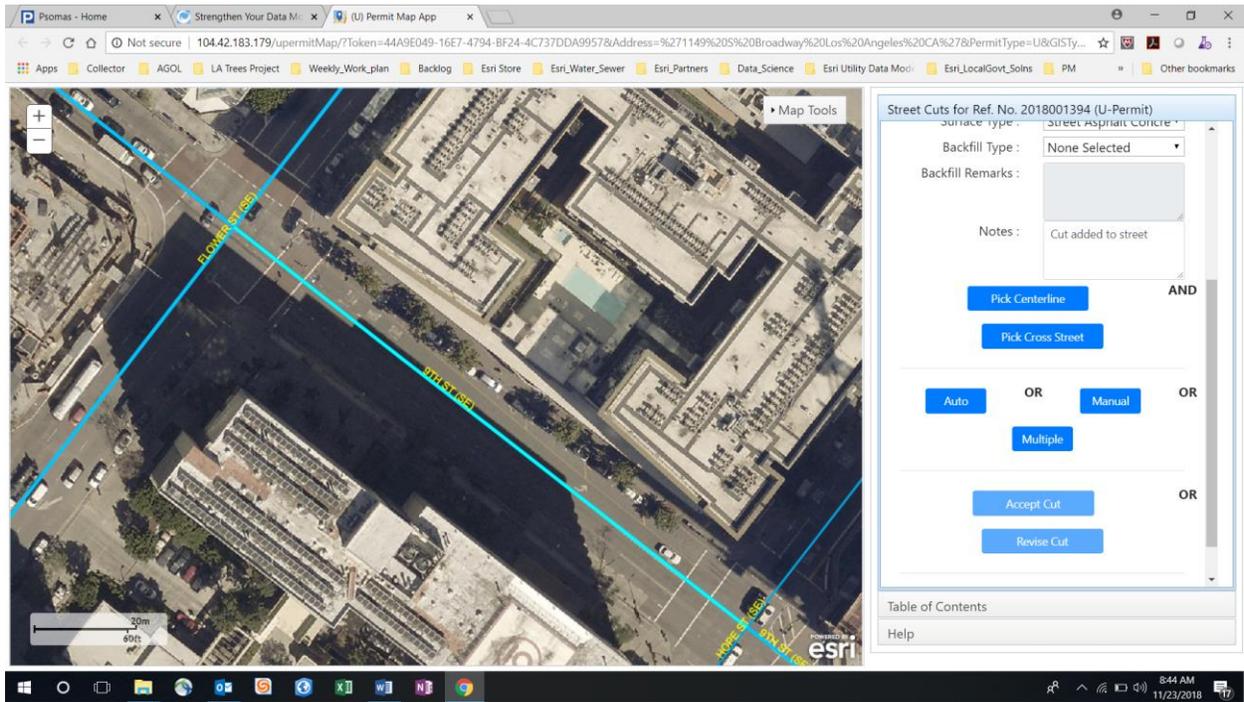
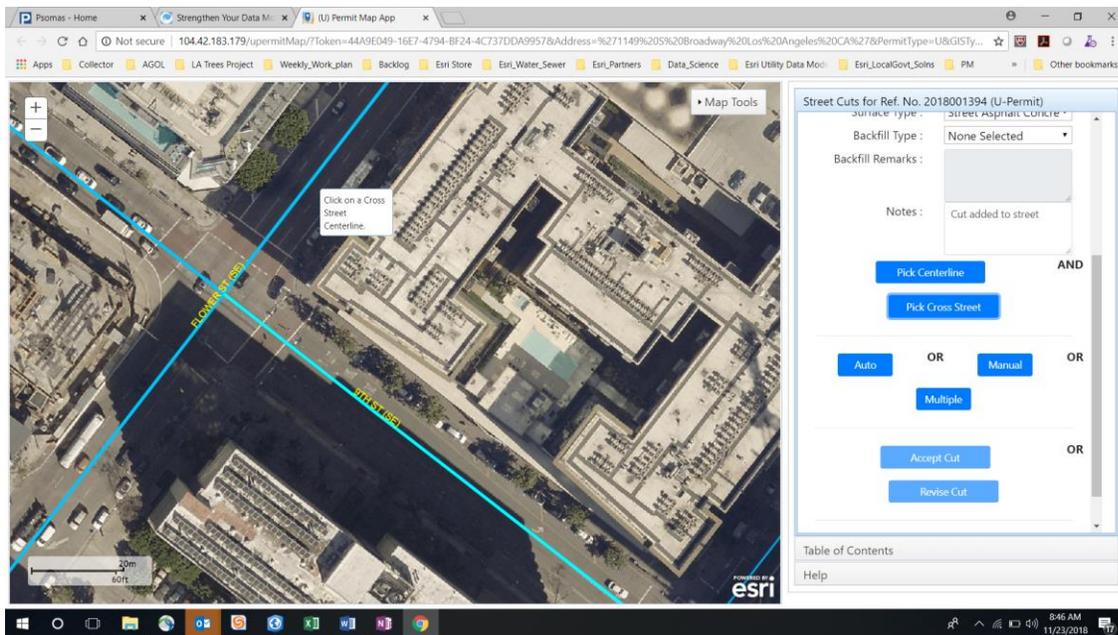Picking the Centerline and Cross Street for the cut:

Click on **Pick Centerline** Button and then click near the 9th street.
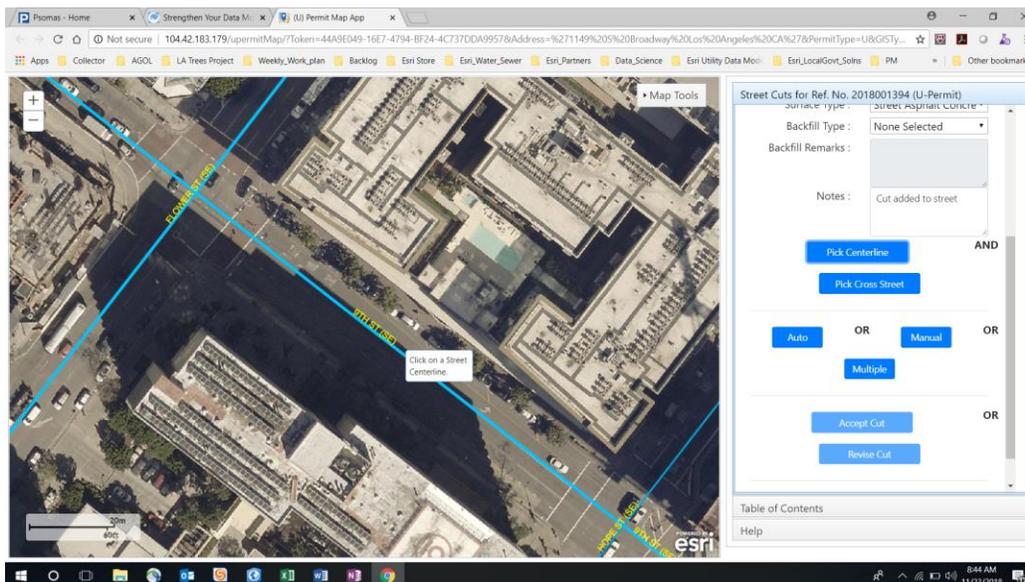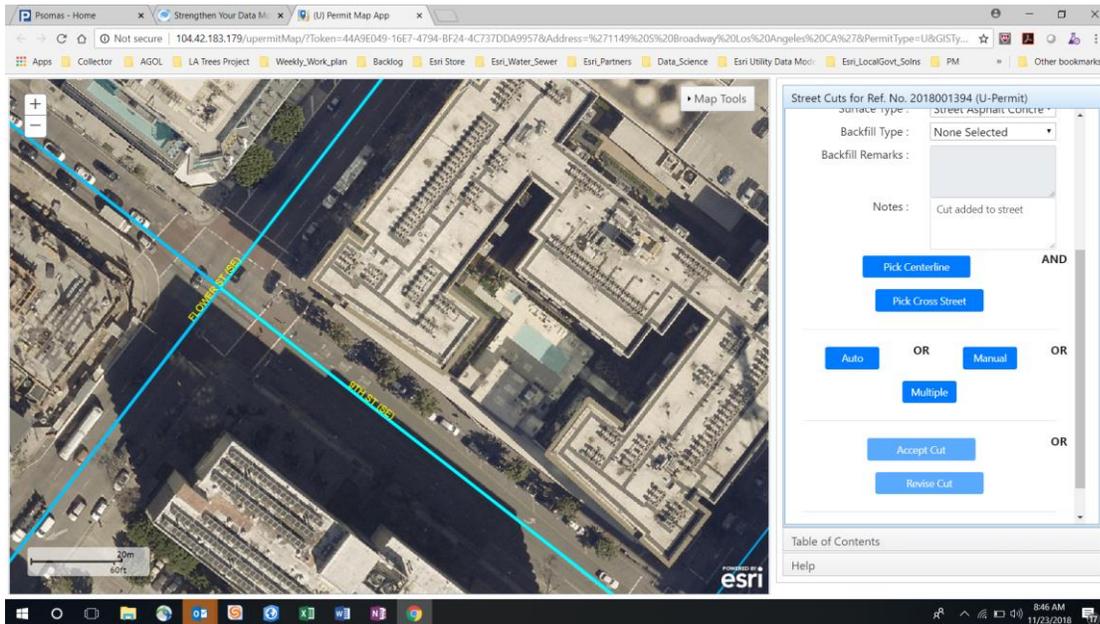
9th street will be highlighted when its picked

Click on *Pick Cross Street* Button and then select

Both the Centerline and Cross Street are Highlighted

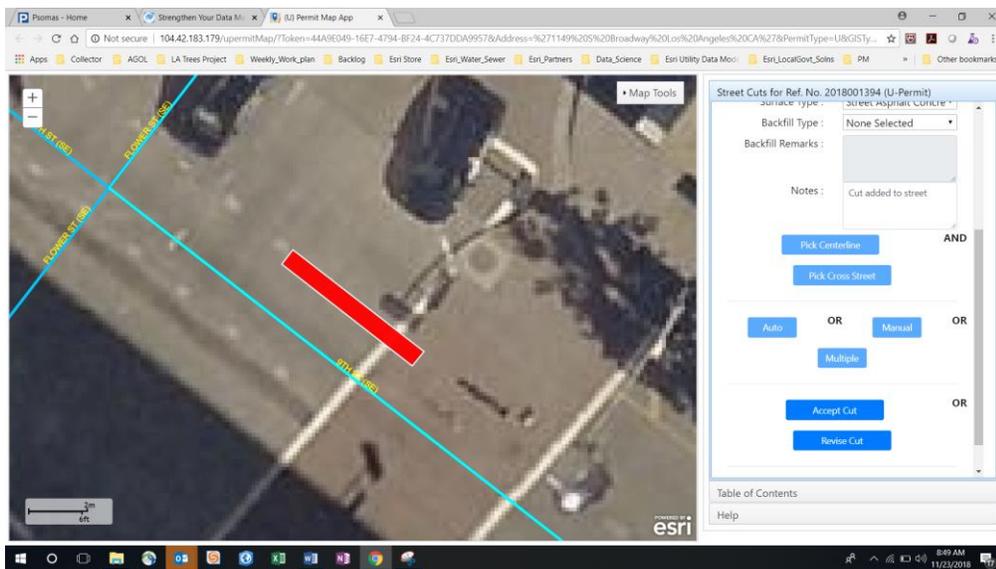Now that you have the centerline and cross streets selected you will auto place the cut by clicking on the *Auto* Button
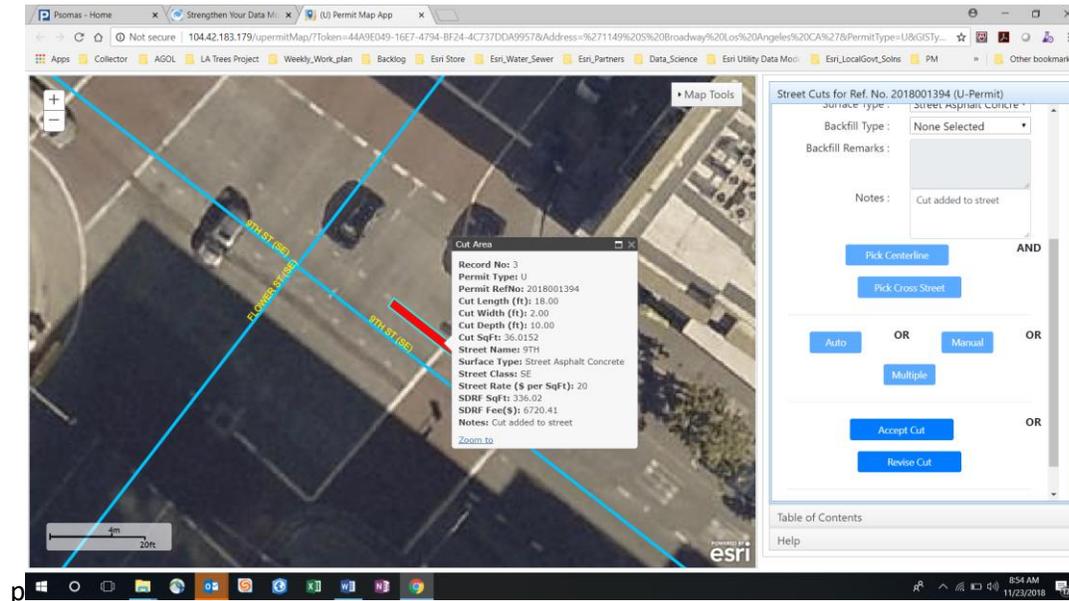

Click on Auto button
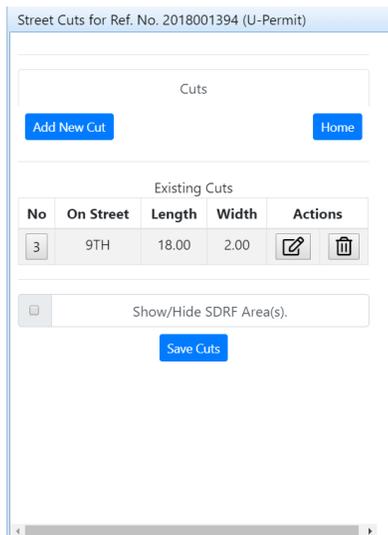
Auto Placement Results: Cut placed in correct location

Click on Cut to see Details stored with cut

Click **Accept Cut Button** to accept

Accept Cut

The Below tab appears in the right pane. We still need to add the perpendicular cut so click on Add New Cut button

Add New Cut

Auto Placement of a Perpendicular Cut

You are back to the **Add Details for the Cut** Tab. Input the below cut details. To make a perpendicular cut you make the Length less than the Width.

Select the centerline and cross street as the last exercise. Click on **Auto**

Click **Accept Cut**. The accepted cuts appear in the table as shown below
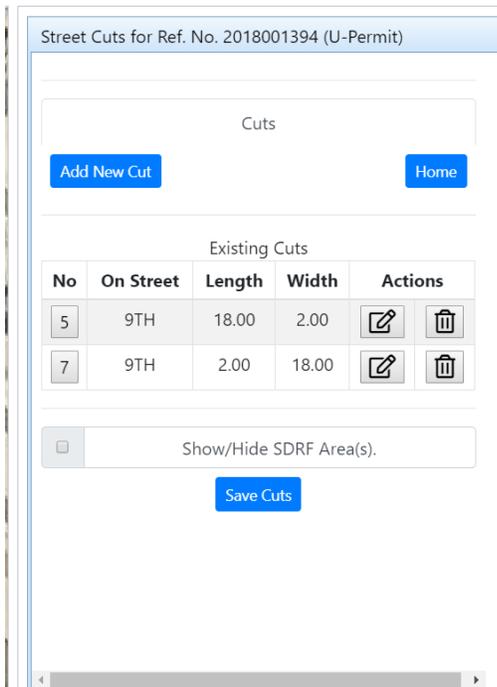
Manual Placement of a Cut

You have to add a cut that will be manually placed and rotated counter clockwise by 45 degrees

Click on **Add New Cuts** and enter the data below for *Add details for the cut*
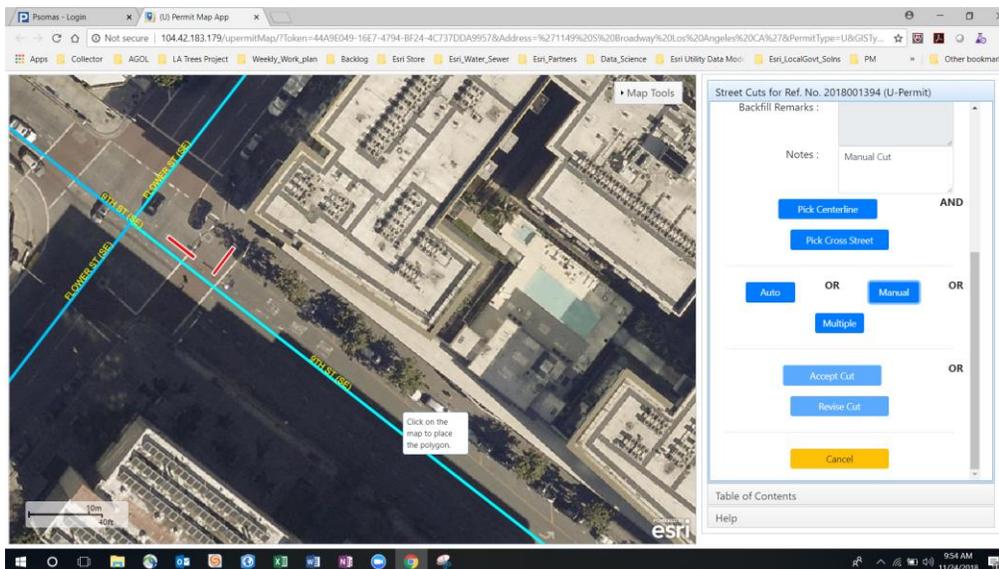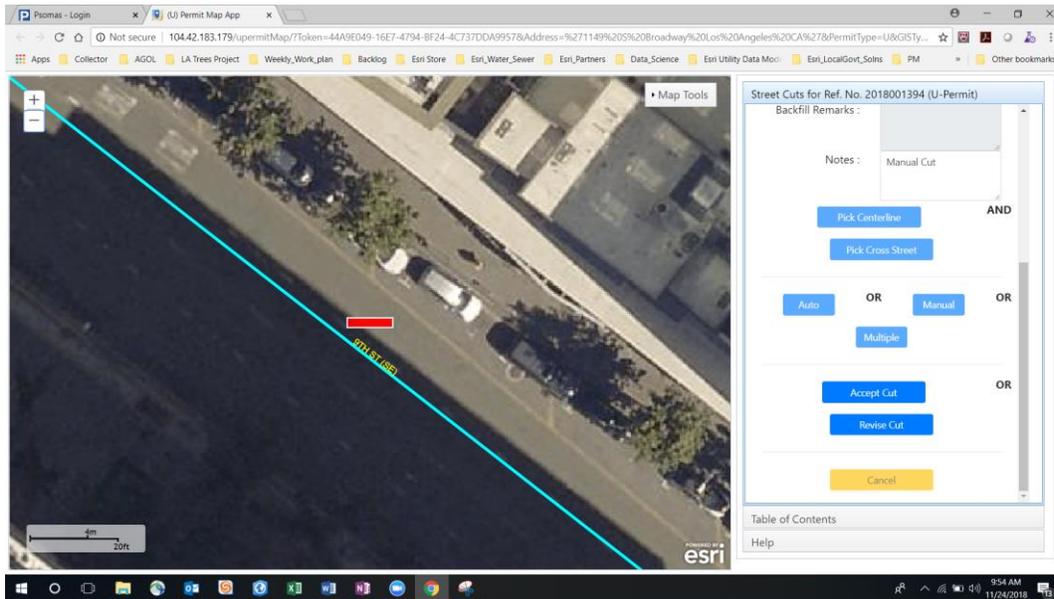
Select the centerline and cross street as before
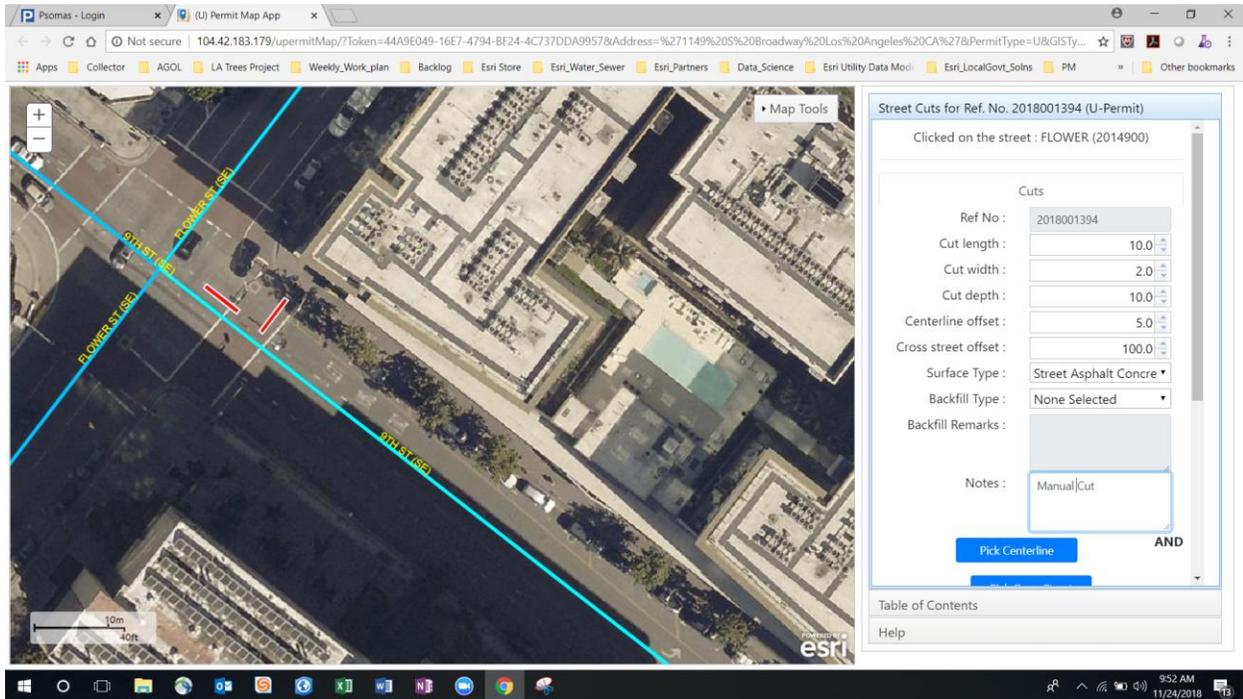
Click Manual button

Select Revise Cut

The following table will appear

Type in -45 in Rotation Angle Text Box and select the cut, click View Changes. The View Changes button allows you to view the change prior to saving.
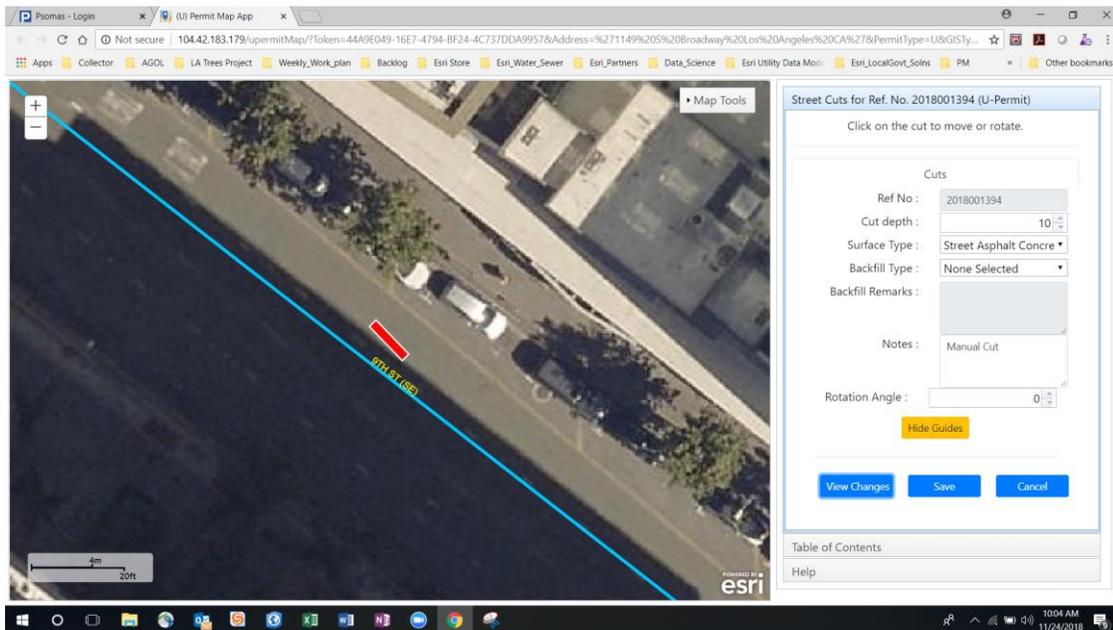

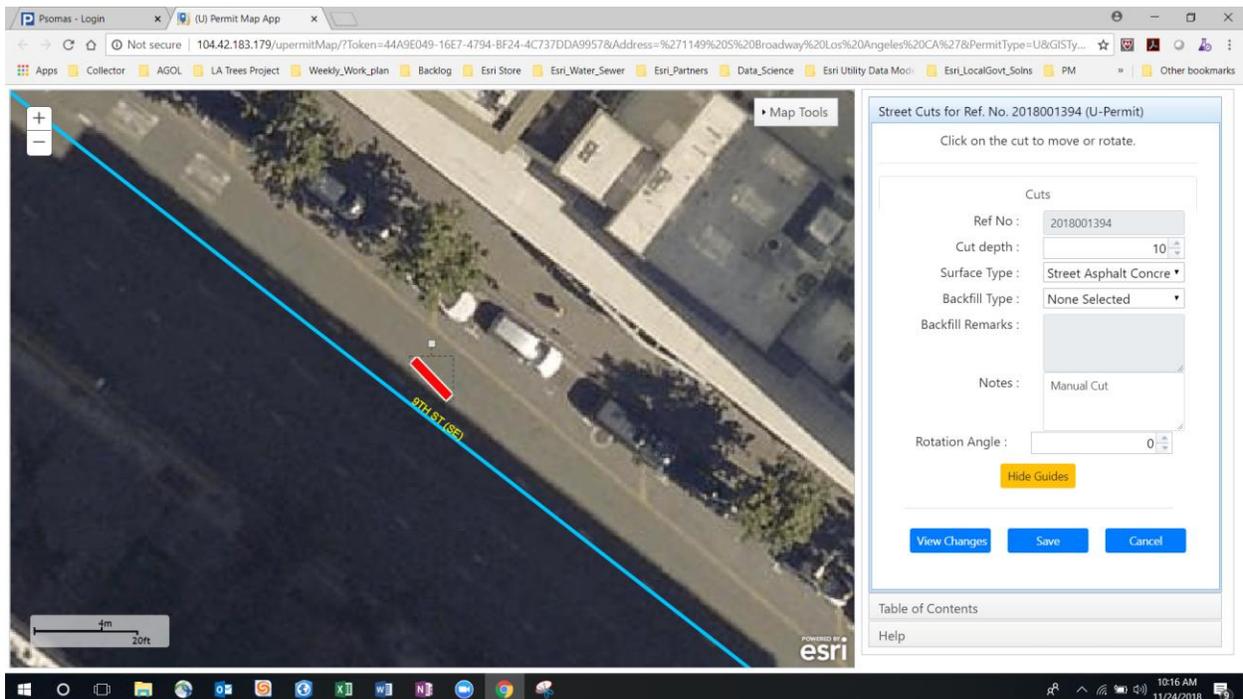Select the cut & rotated by -45 degrees by type -45 in the Rotation Angle Test Box and click **View Changes**
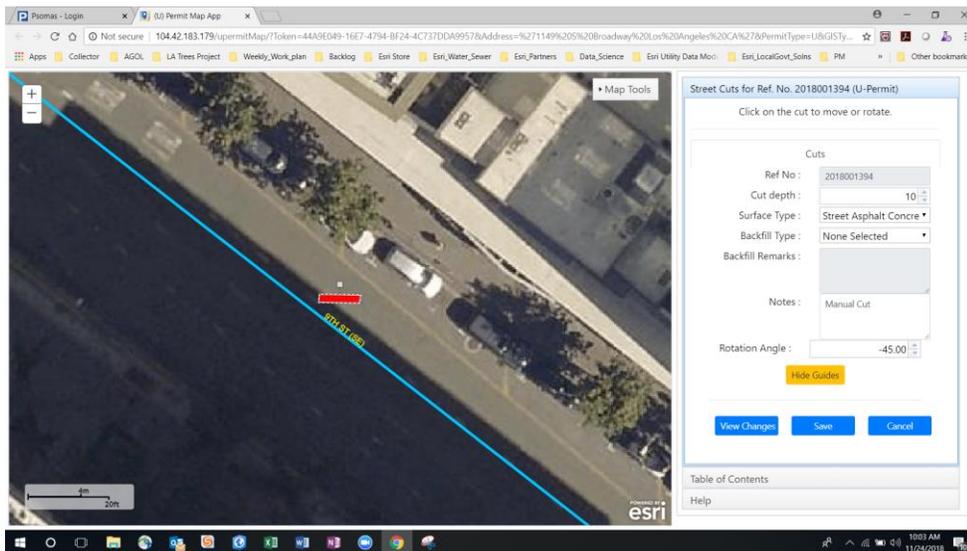
The cut is rotated by -45 degrees

The Cut angle is not correct. You can rotate the cut by selecting the cut and using the cursor to rotate. Play around with rotating the cut. When you are done click save. See below for example.

After click Save the following cut table appears on the right will all the cuts
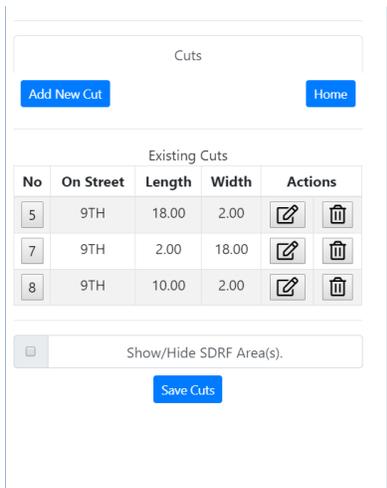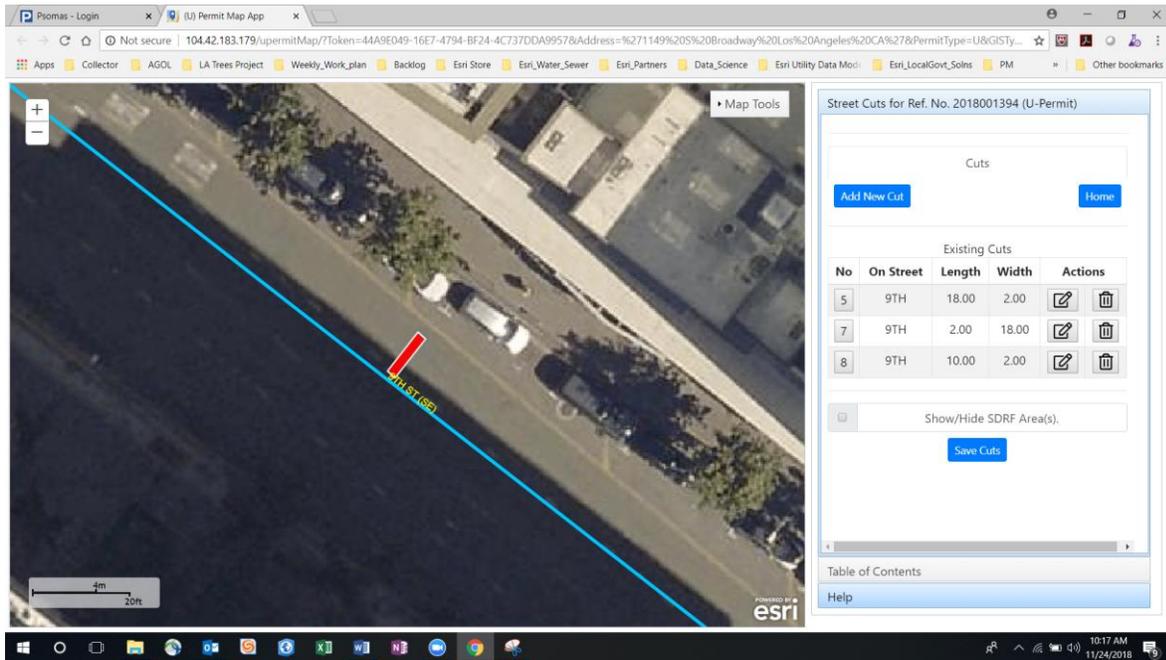
View the cut attributes by right clicking on the cut
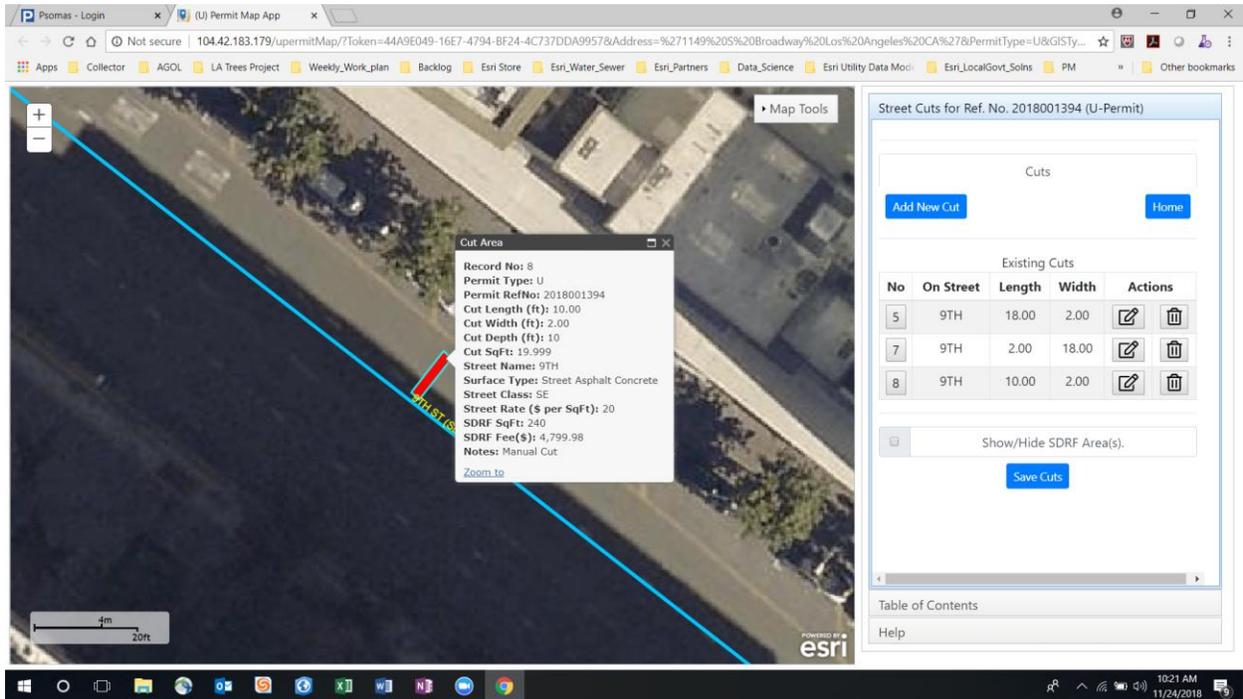
View the SDRF Area by clicking the check box next to Show/Hide SDRF Area

The SDRF Areas for each cut are shown as below.

Revise A Cut

You need to revise Cut no 5. Click on the **Revise** icon under the Actions column

Revise Button:

After you click the revise button the following screen appears. The system zooms to the cut 5.

Change the Surface Type to Parkway Asphalt Concrete. The Backfill type will automatically default to Slurry
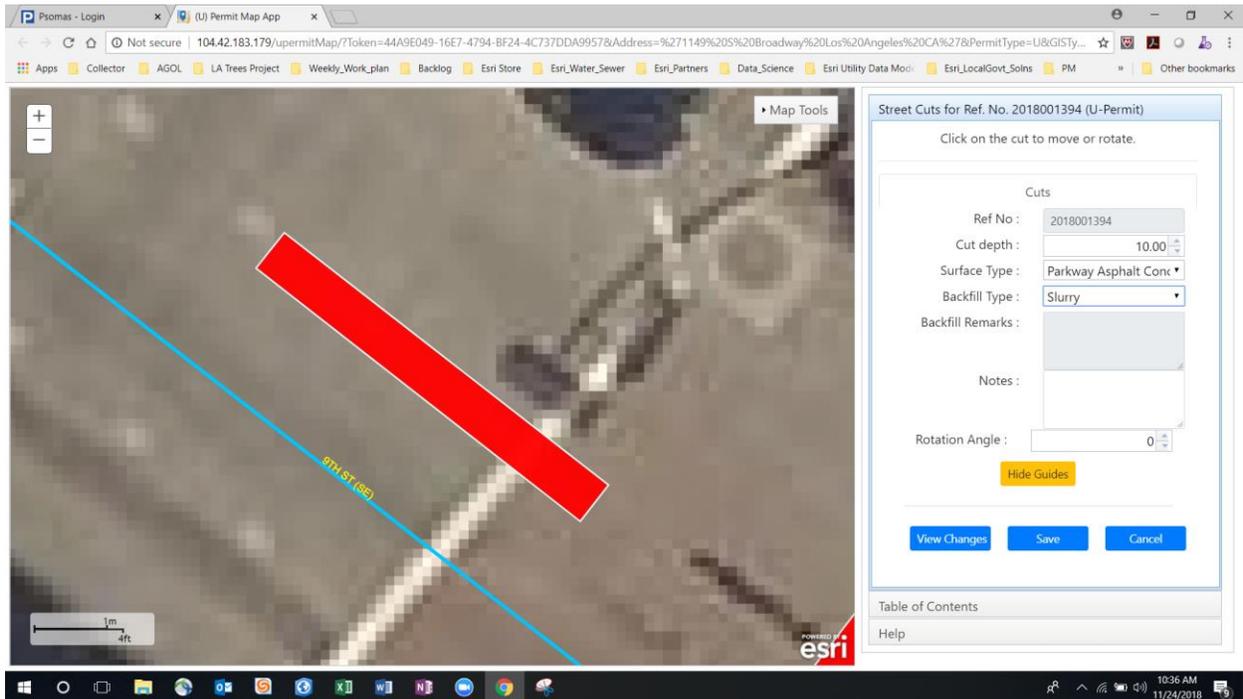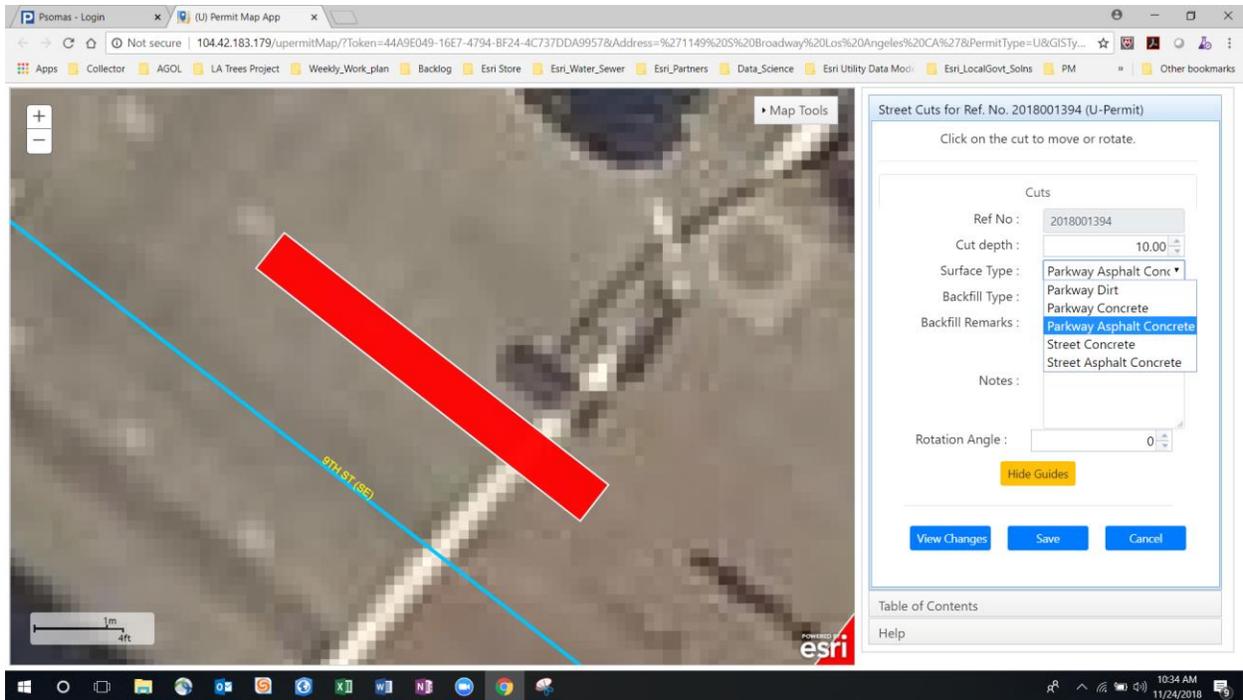
Click Save. You go back to the following right screen.

Street Cuts for Ref. No. 2018001394 (U-Permit)

Cuts

Add New Cut   Home

Existing Cuts

No	On Street	Length	Width	Actions
5	9TH	18.00	2.00	✎ 🗑
7	9TH	2.00	18.00	✎ 🗑
8	9TH	10.00	2.00	✎ 🗑

☐ Show/Hide SDRF Area(s).

Save Cuts
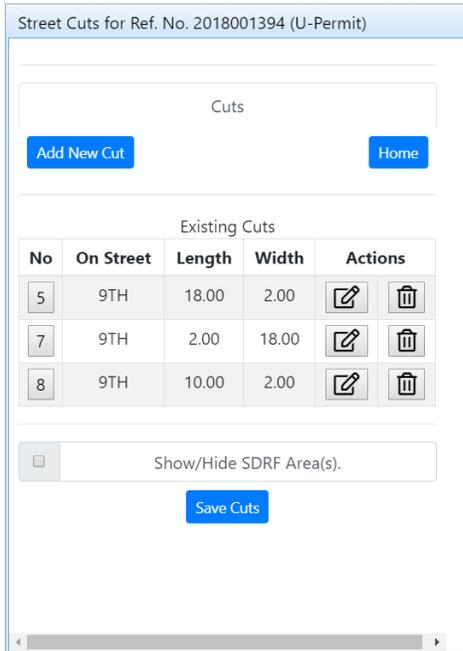
How to Revise Cut Dimensions

You made a mistake on cut 7. The with should be 15 feet not 18 feet. To make the correction you need to delete the cut and add a new one.

Click on the Trash button under Actions on cut number 7. The application zooms to the cut and highlights it. Click OK to Confirm deletion.
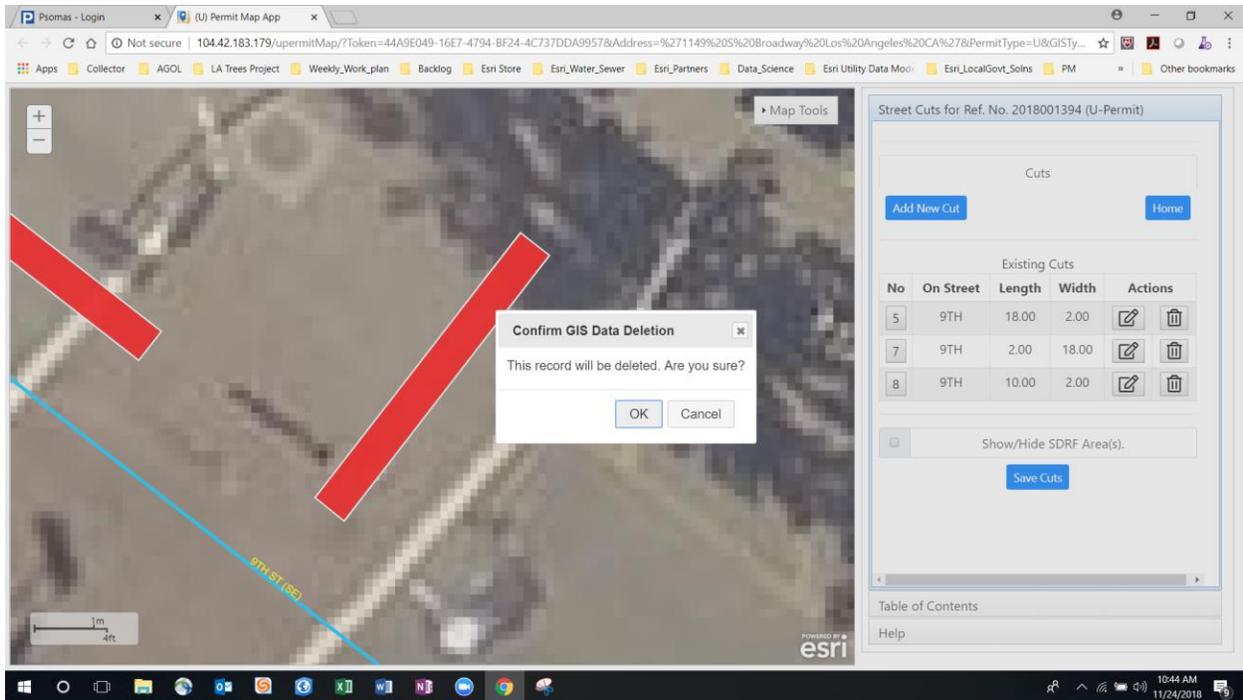
The Cut is removed.
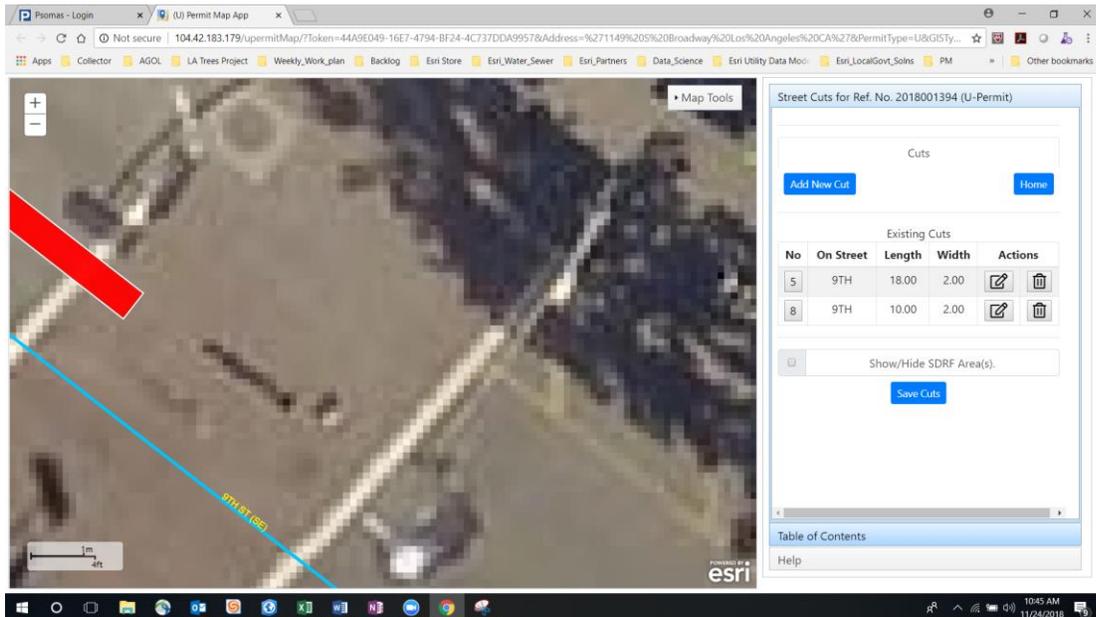
Zoom out a bit then Click on Add New Cut button. Add details for the cut as shown below. Pick the centerline and cross street as below

Click Auto
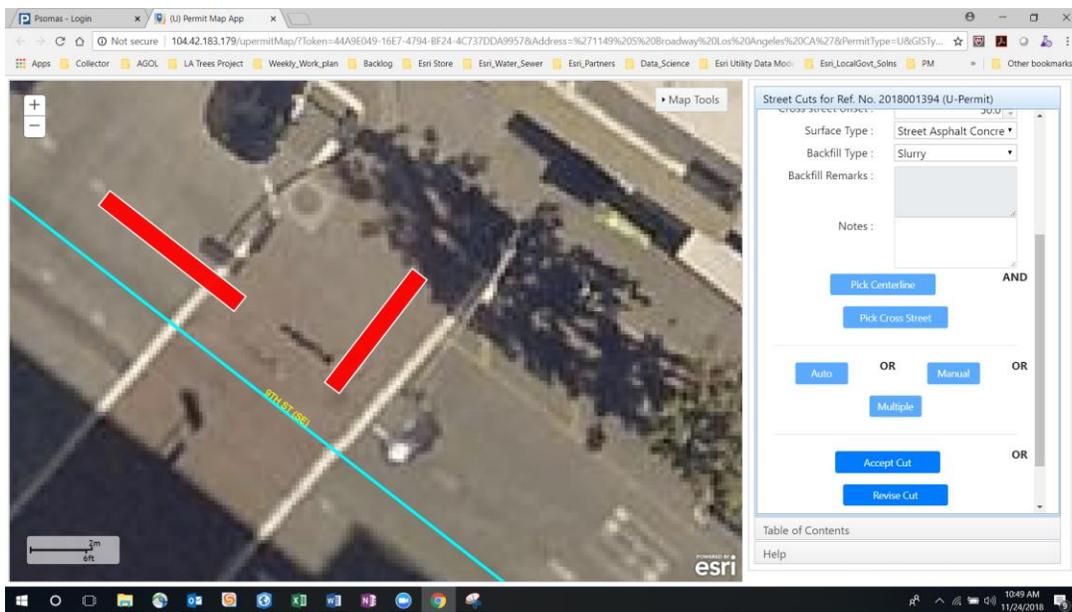
Click Accept Cut Button. The new cut appears in the Table and is number no 9.
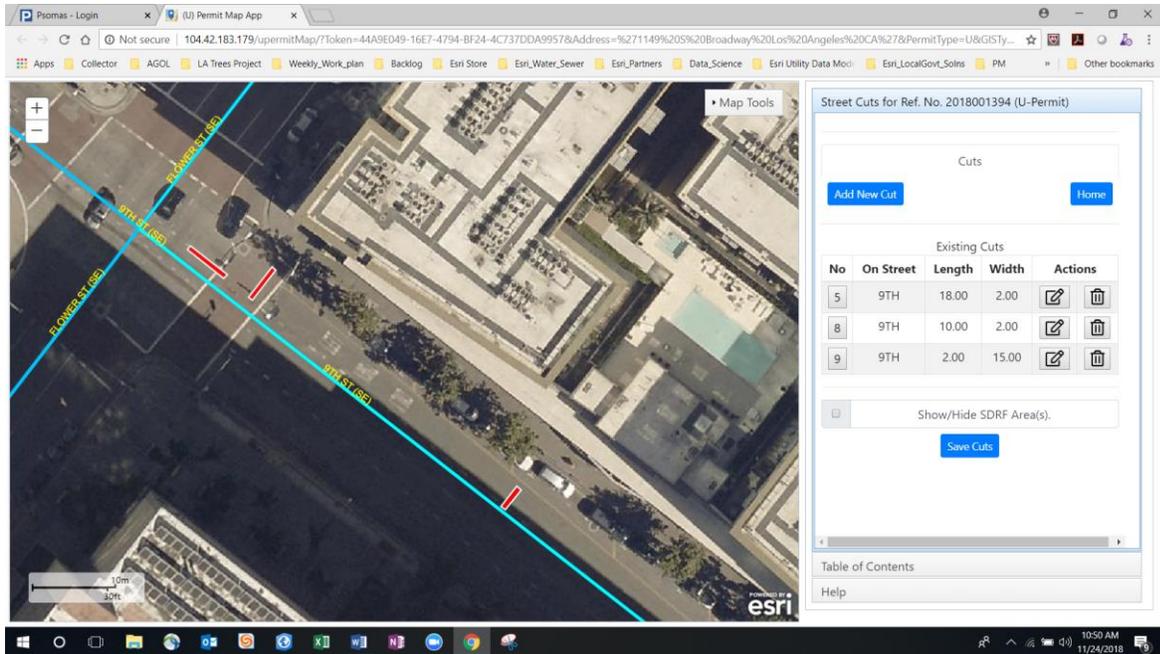
Click **Save Cuts** to save all the cuts to the system.

Add Traffic Impact and Work Areas

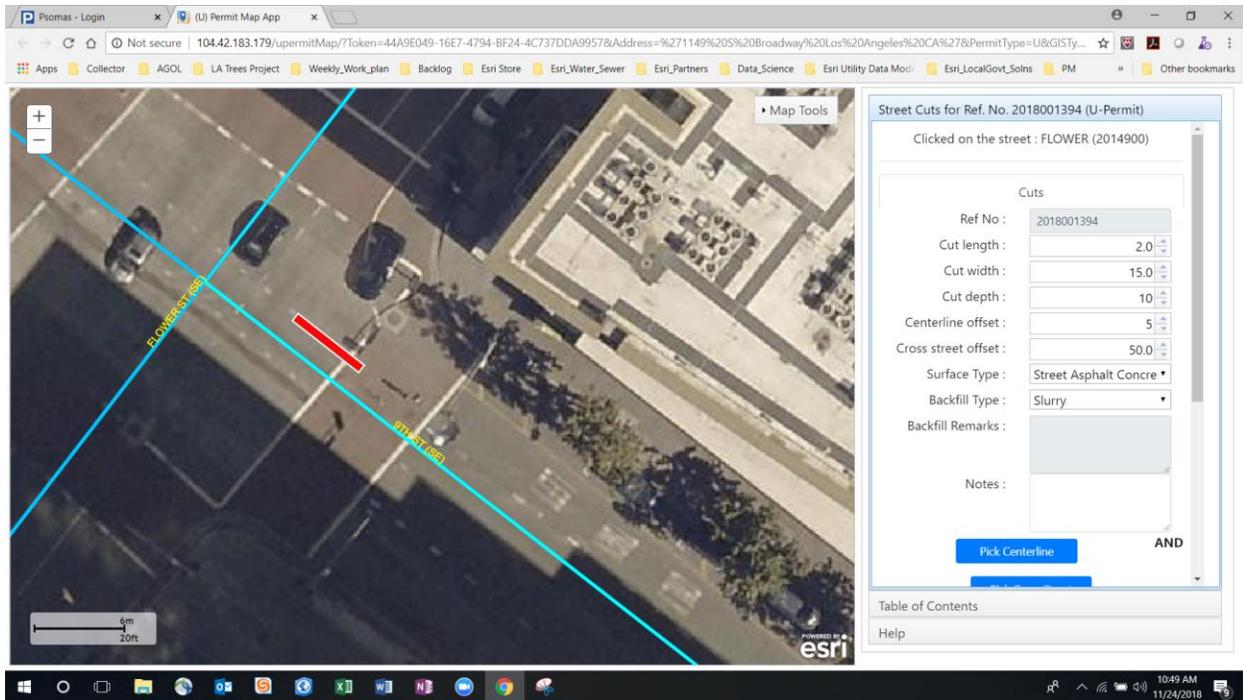Once all the cuts are added you want to show the potential traffic impacts and work areas that will be used on the project. You will now add the traffic impact and work areas to your permit data.

Click on the Traffic Impact Tab and the following appears
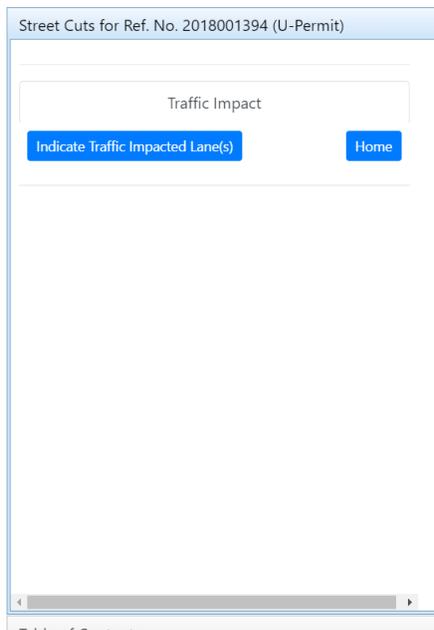
Click on Indicate Traffic Impacted Lane(s) button. The following screen appears.
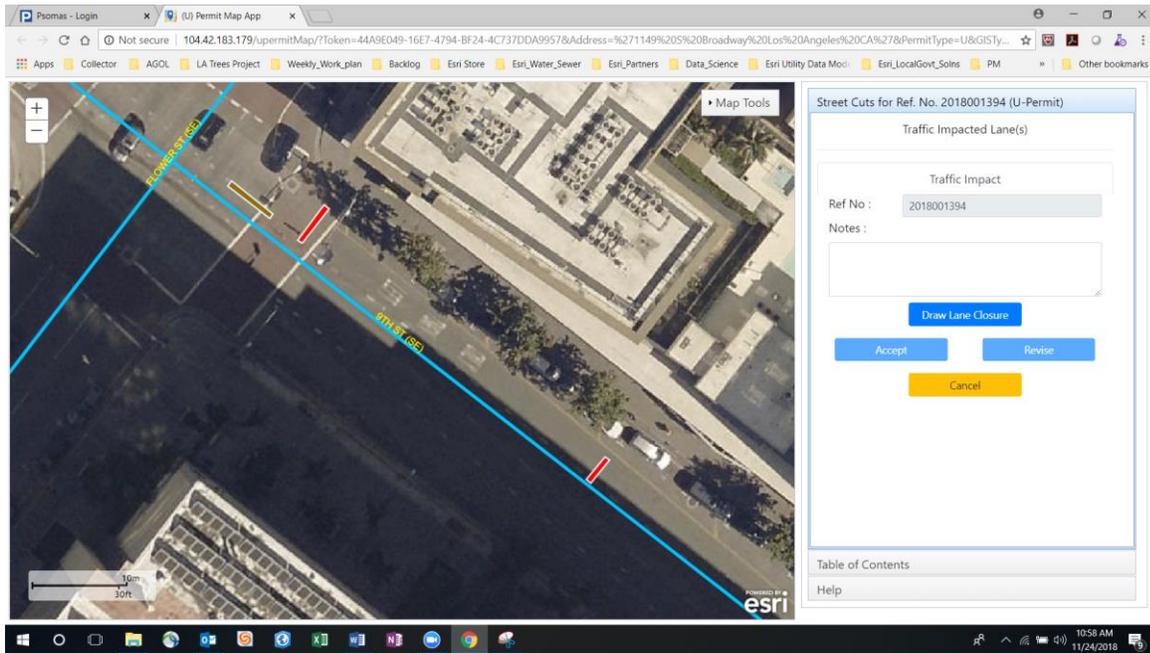
In the Notes area type: Traffic lane cones and click **Draw Lane Closure** button.
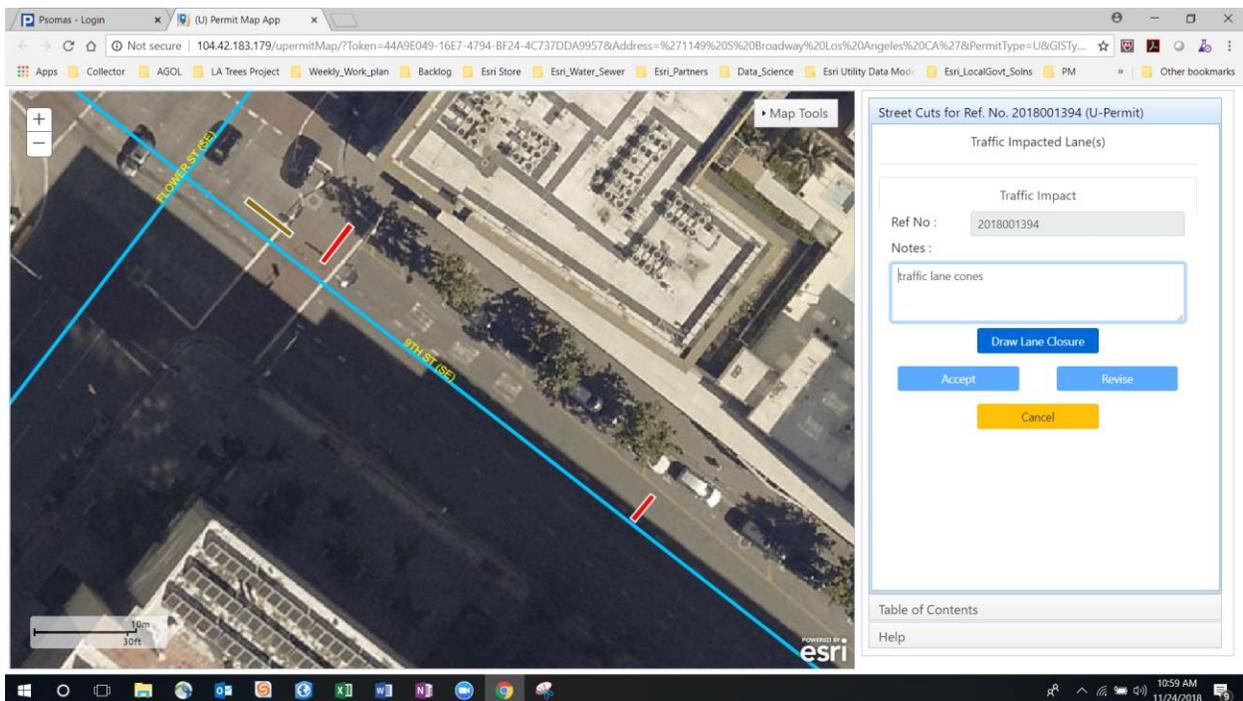
Draw the Traffic Impacted Lane on the map by right clicking and follow the on-screen instructions. When you are done you should have the following on your screen. Click **Accept** when done.
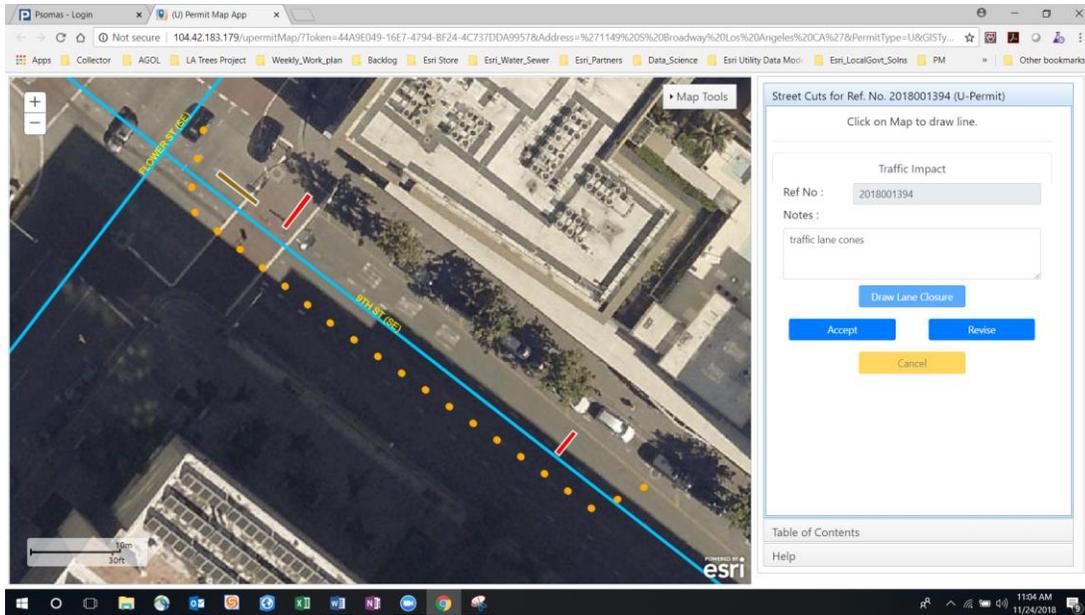
Click **Save**.
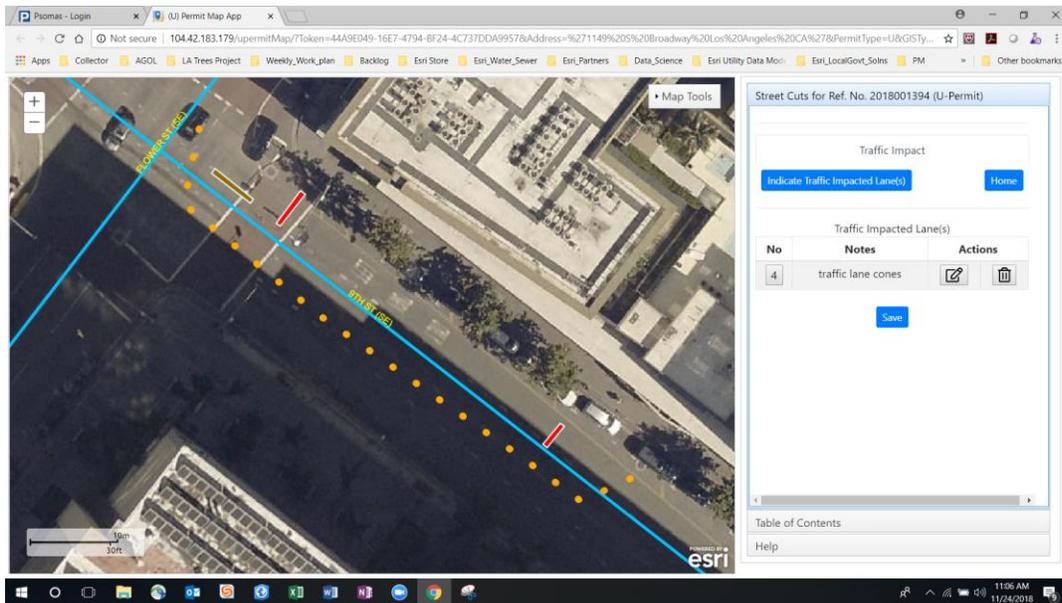
Now you will add a Work Area. Click the *Add Work Area Tab* and then click **Add New Work Area** Button.
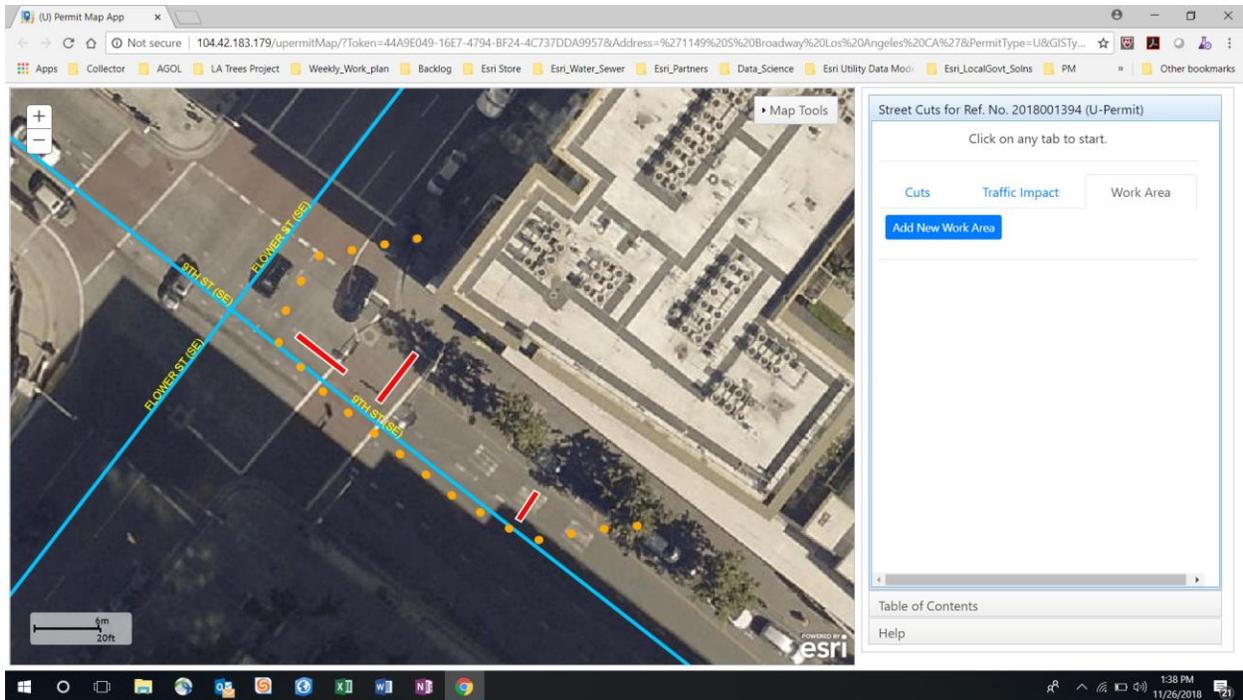
Add a work area to the project area. Add the Note: *Work Area for lay down equipment* as showen.

Click **Draw Work Area**. Following the instructions on the screen.
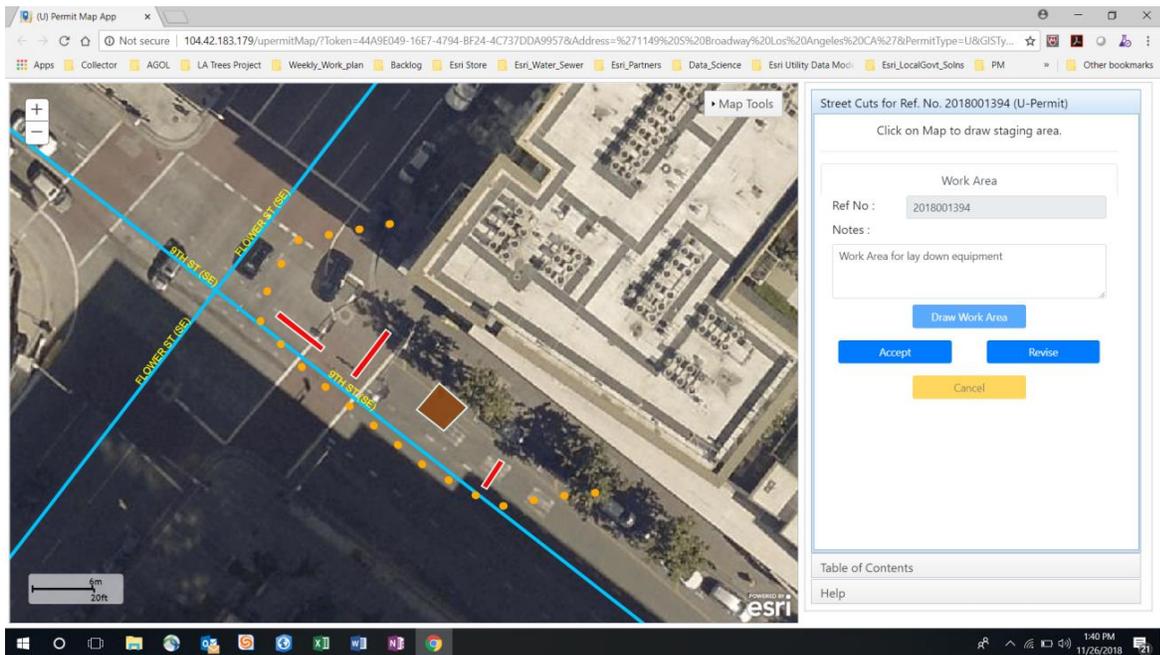
You should have the following. Click **Accept**.
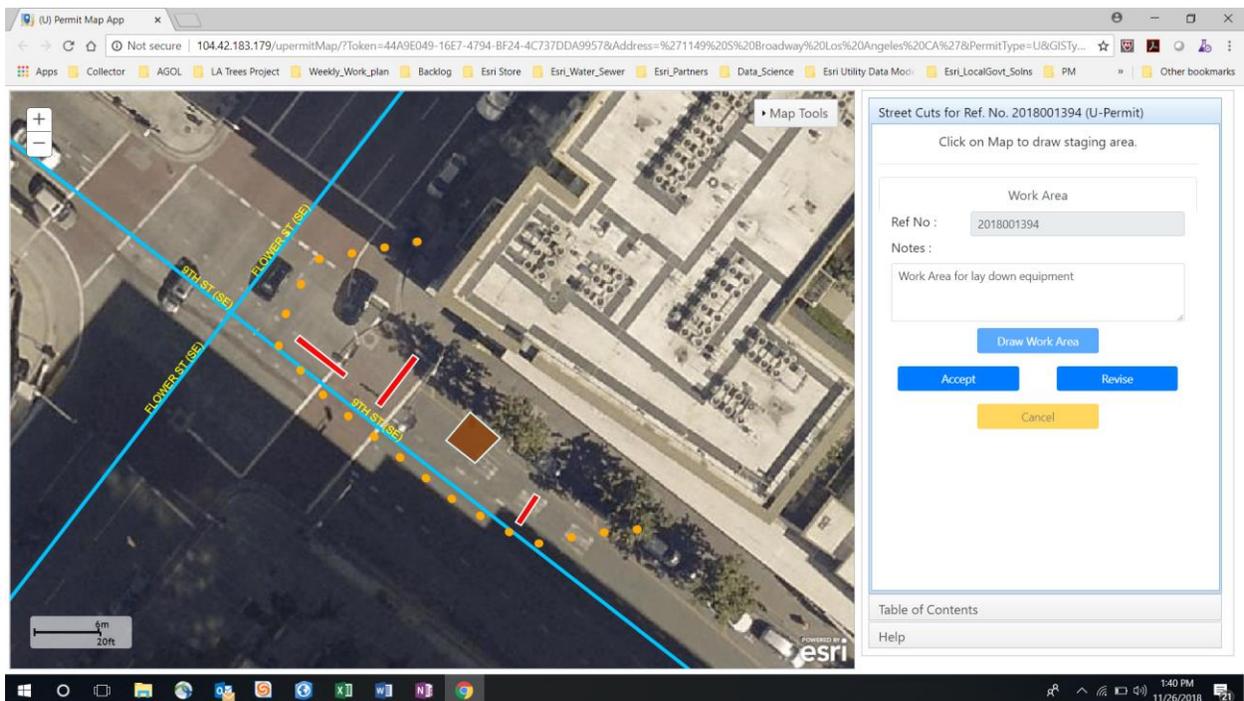
Click **Save Work Areas** button then click **ok** in the popup box.
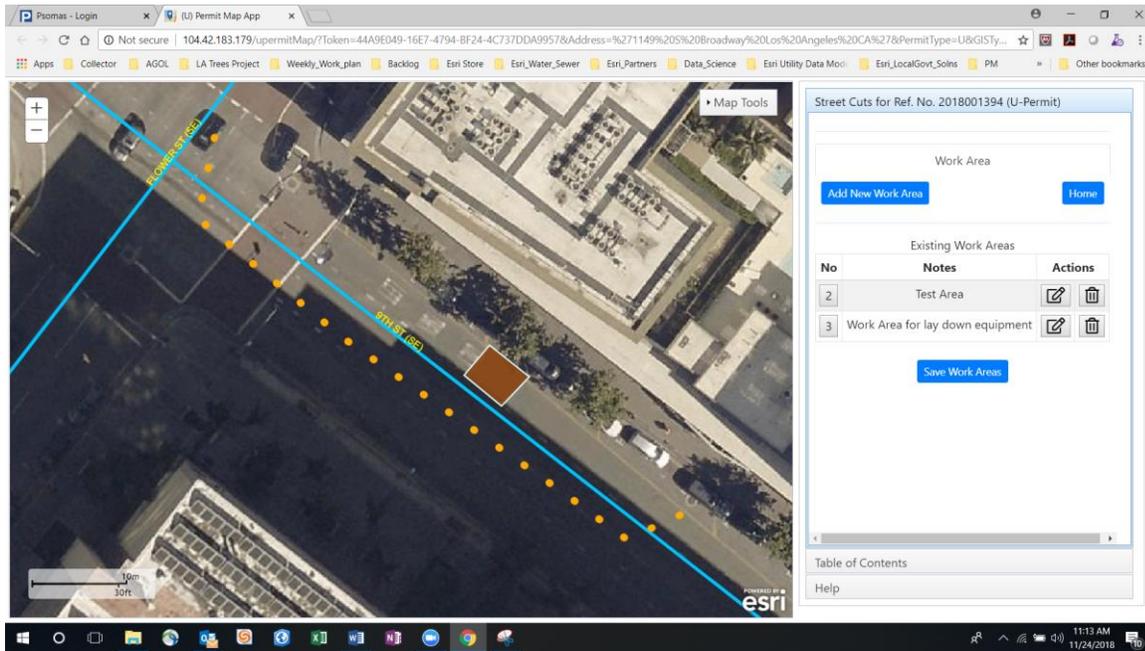
Scenario 2) Adding Cuts to an Intersection

Intersection Cuts and the SDRF Buffer

In this scenario you will add two cuts at the DTLA intersection of Figueroa St and 8th Place.
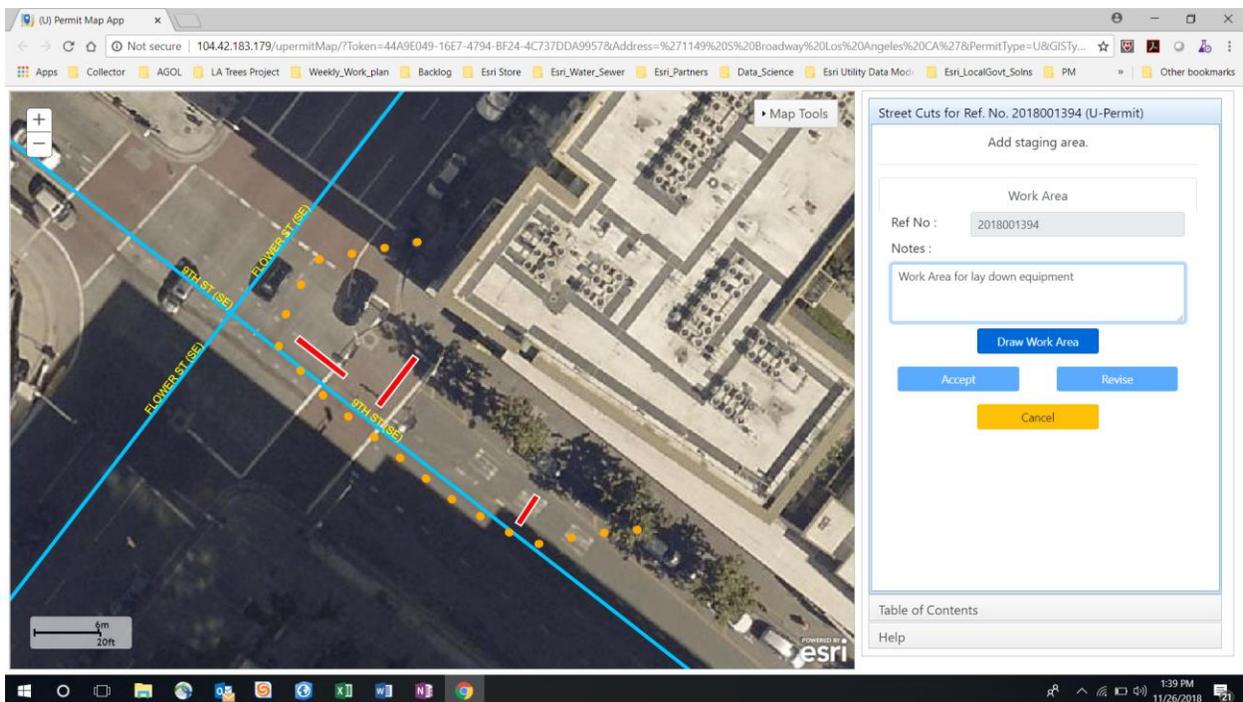
To easily navigate to the location, you will use the **Map Tools** located at the Top Right corner of the map window as shown below.
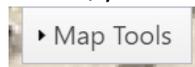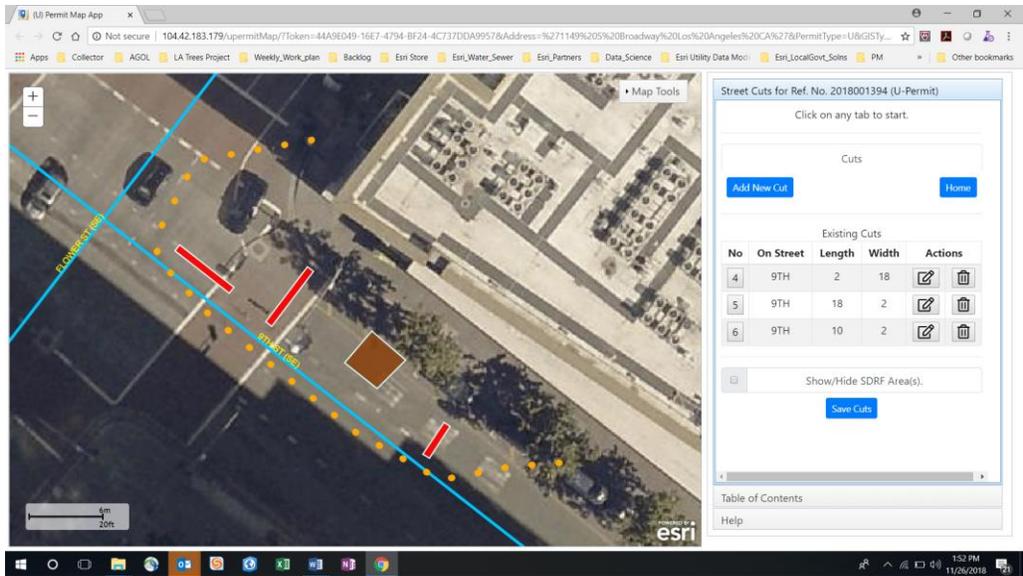
Click on the arrow and expand the tools. Type in Figueroa St and 8th Place , a drop down will appear select the first one and click the search icon.
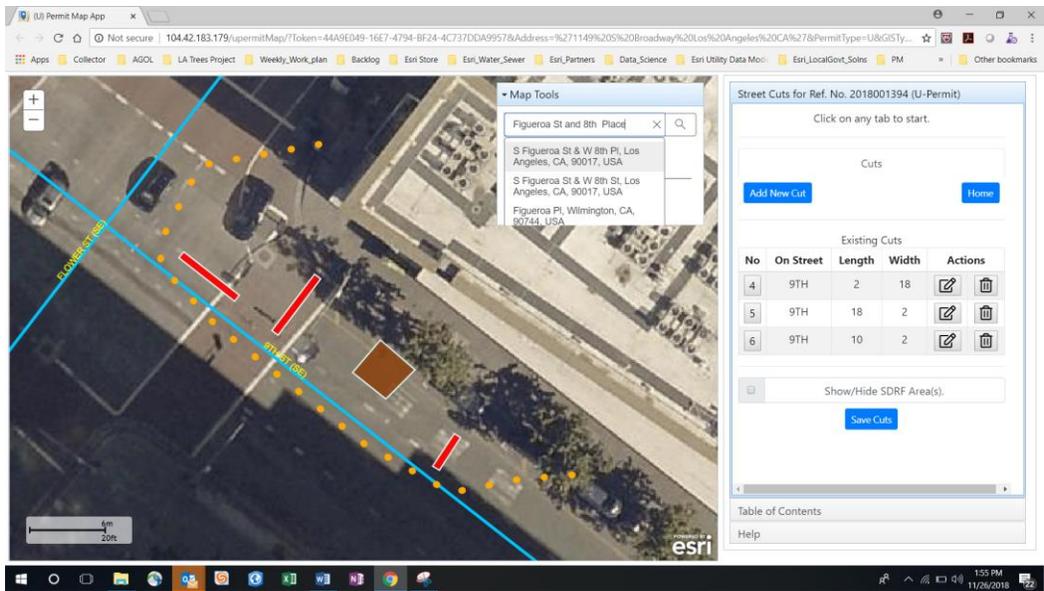
The map will zoom to the location.
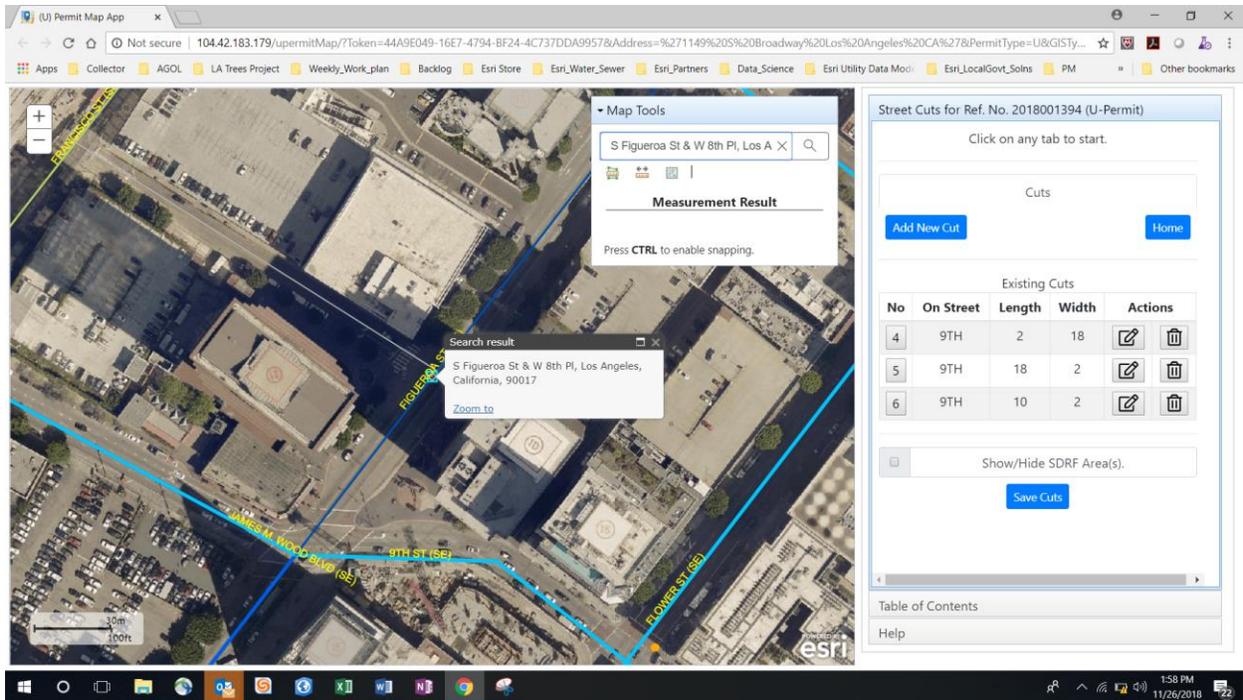
Click on the plus sign location on the upper left corner of the map window to zoom into the location. Then pan to the intersection. Close the Search Result popup and click on the Map Tools arrow to collapse the Map Tools window. You are now ready to add cuts.

Click on **Add New Cut** and into put cut details as shown below. Pick 8th place as centerline and Figueroa St as cross street. This will place a cut on 8th Place.
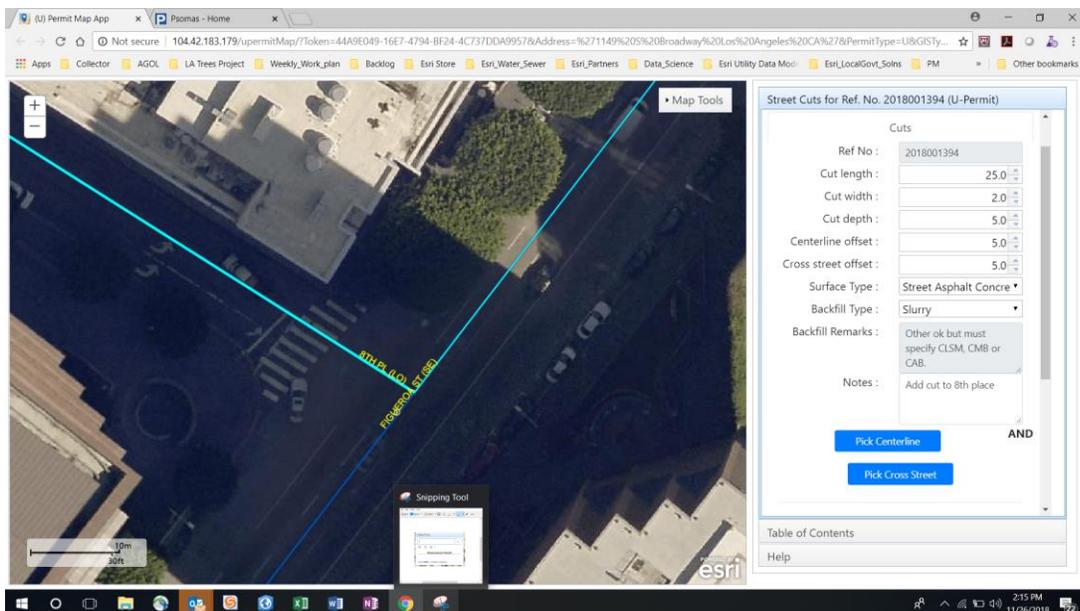
Click **Auto** then **Accept Cut**. You will see the new cut. Now add a cut on Figueroa St.
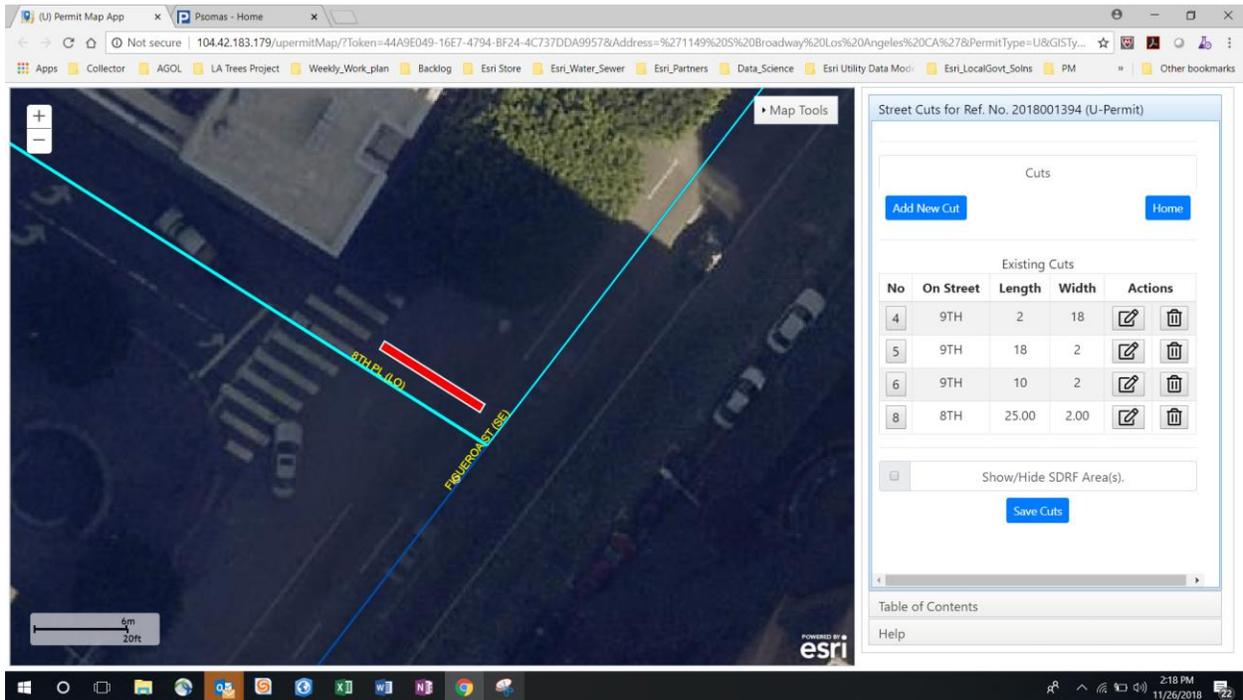
Click **Add New Cut** and input cut details as shown below. Pick Figueroa St as the Centerline an Pick 8ᵗʰ Place as the cross street. Click **Auto** to place the cut. Click **Accept Cut**
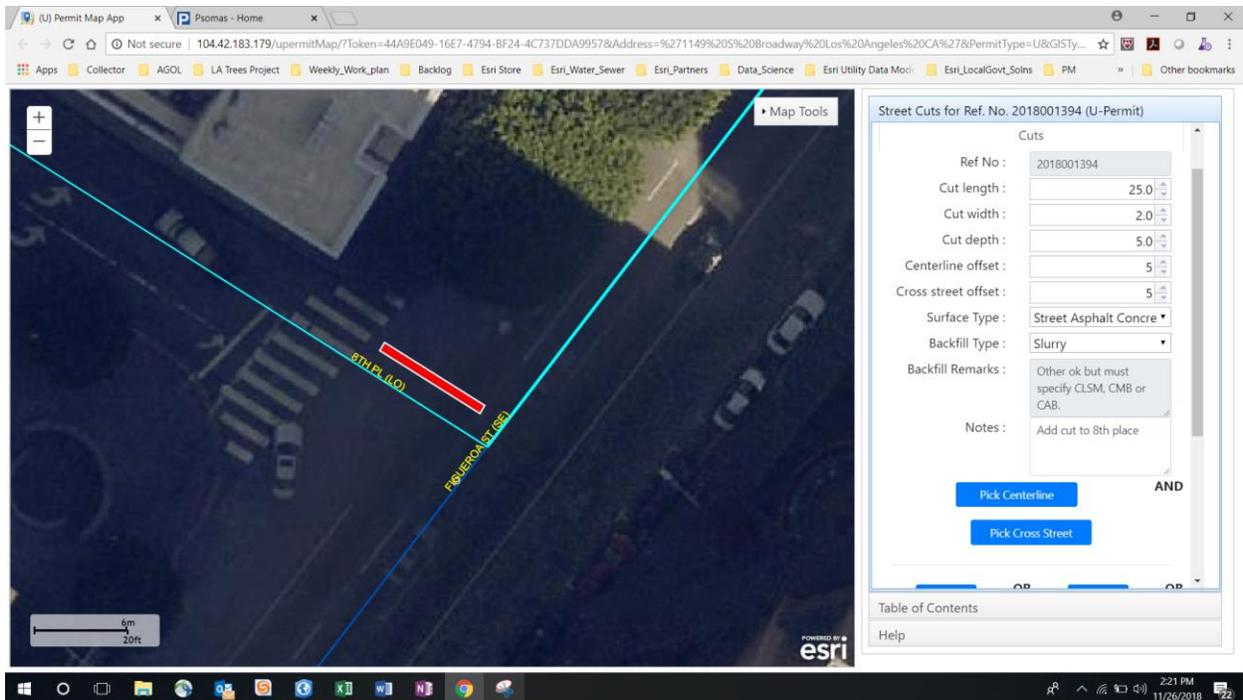
The result below is shown.

Revise the cut by Moving one of them so they don't overlap. You should have something like the
following. Click **Save** when done.

Click Show/Hide SDRF Areas to see the buffer. Notice each cut has an individual buffer Click **Save Cuts** to save all cuts to the database.
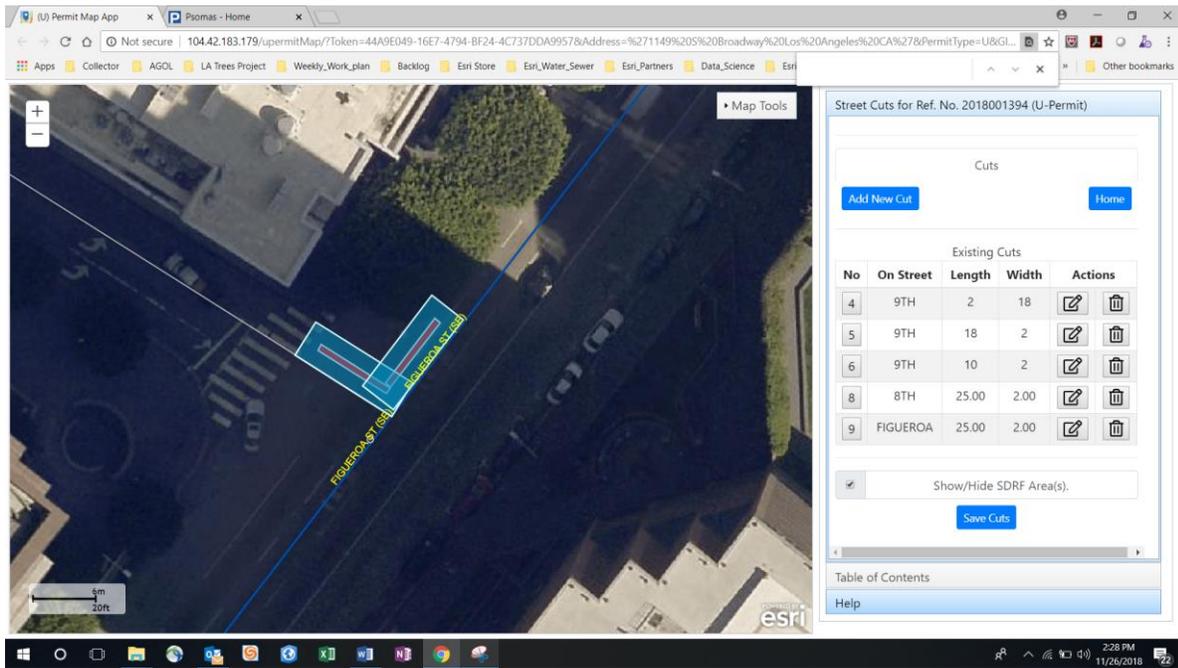
Click Ok to save the data. Notice the buffers are gone.
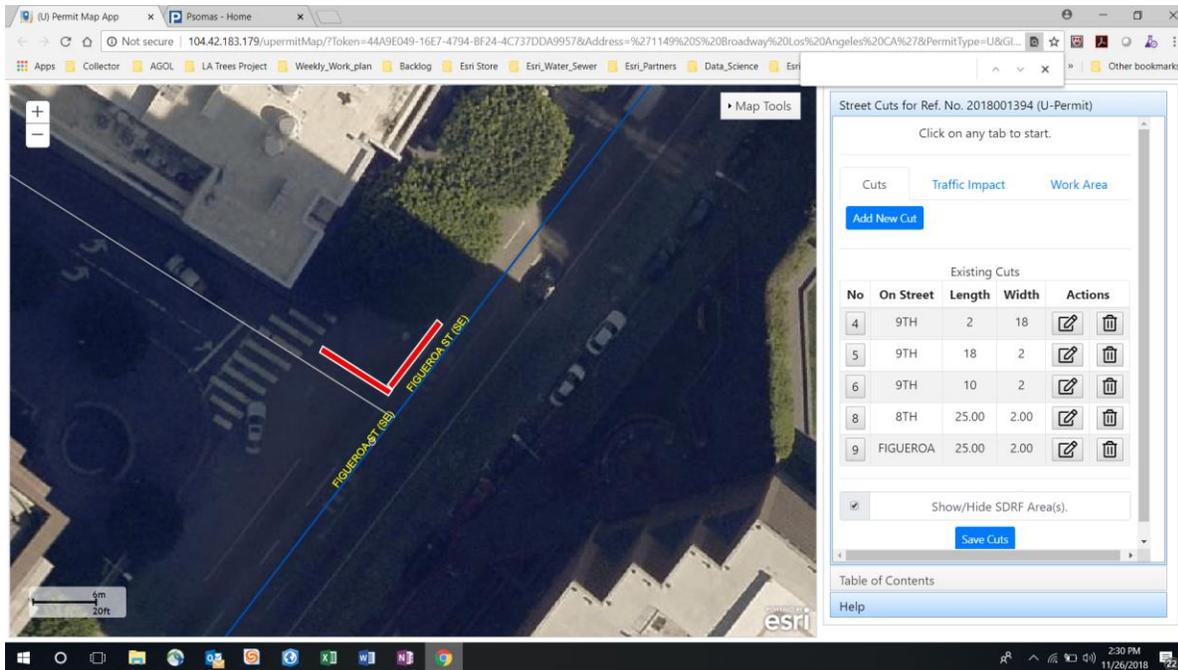
Click on the Table of Contents Tab and select Combined SDRF Area. The system calculates combines the SDRF buffers into one SDRF Buffer.
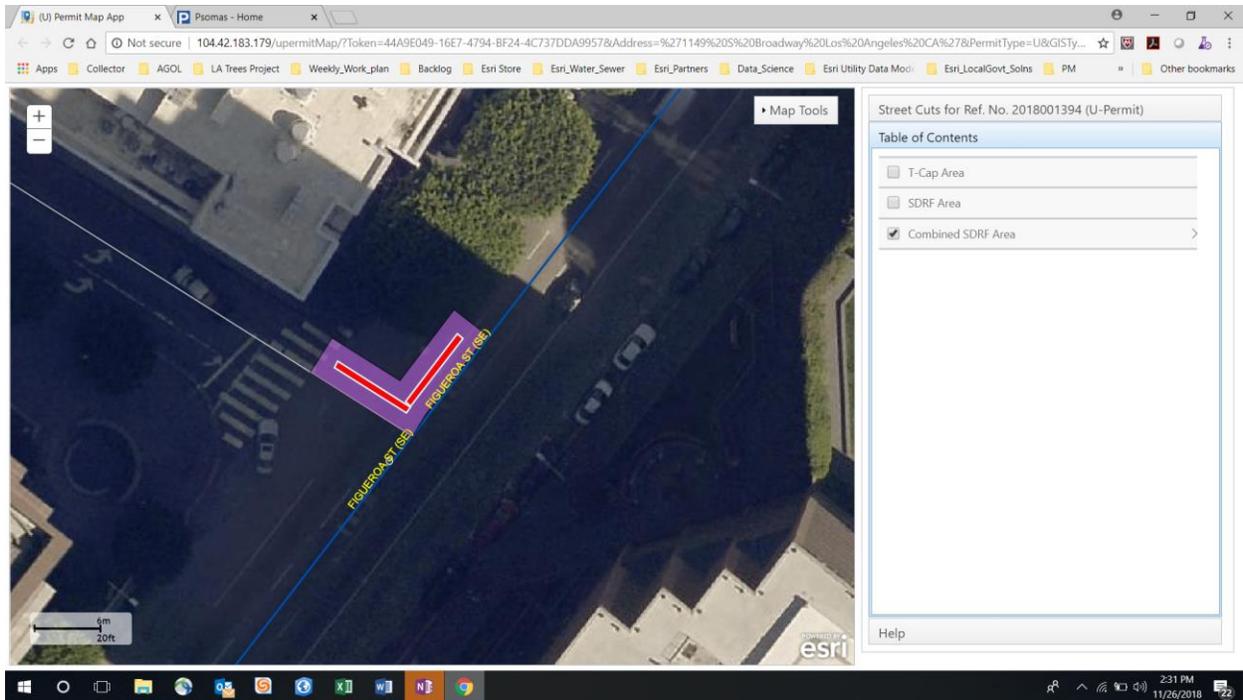
Click on the SDRF buffer to view the SDRF data. The system calculates the amount of SE an LO area for each cut and remove the overlap.

Scenario 3) Adding a Curved (Radial) Conduit Cut to a Street

One of the Cuts on the permit you are working on is to place a curved (radial) conduit. You will use the Multiple cuts feature to do this. Add the cut on the intersection of Grand and 9th Street As shown below.
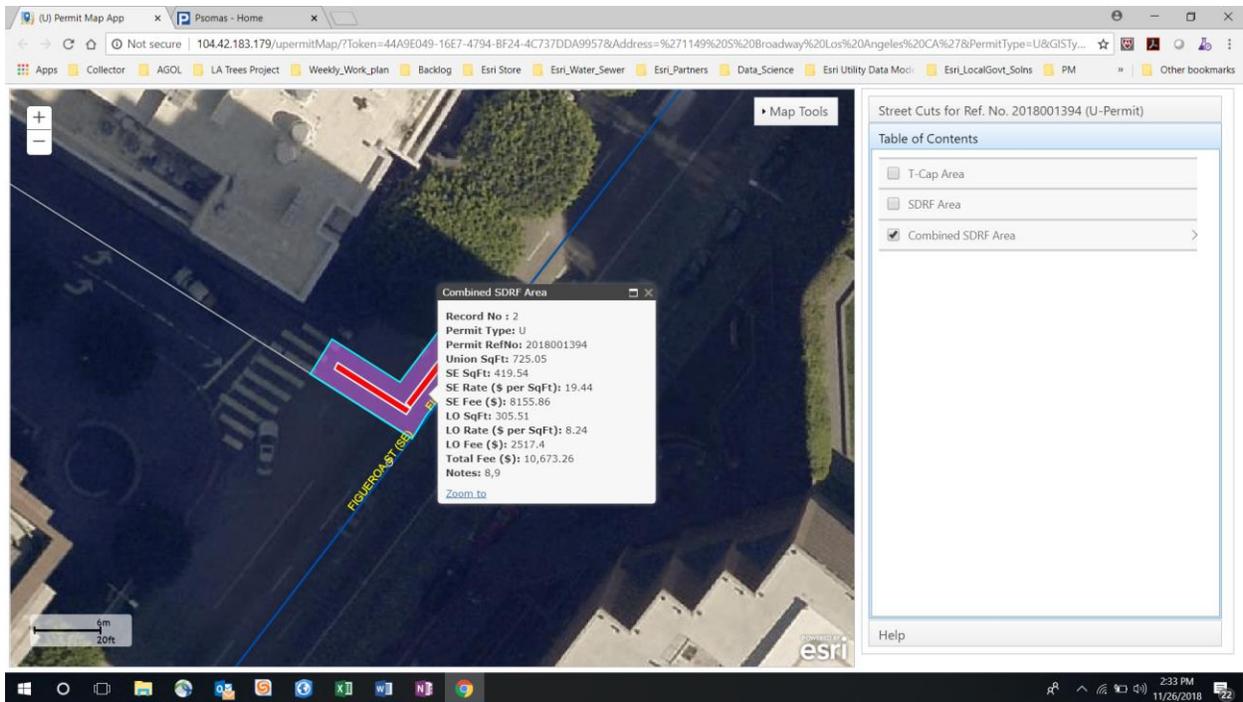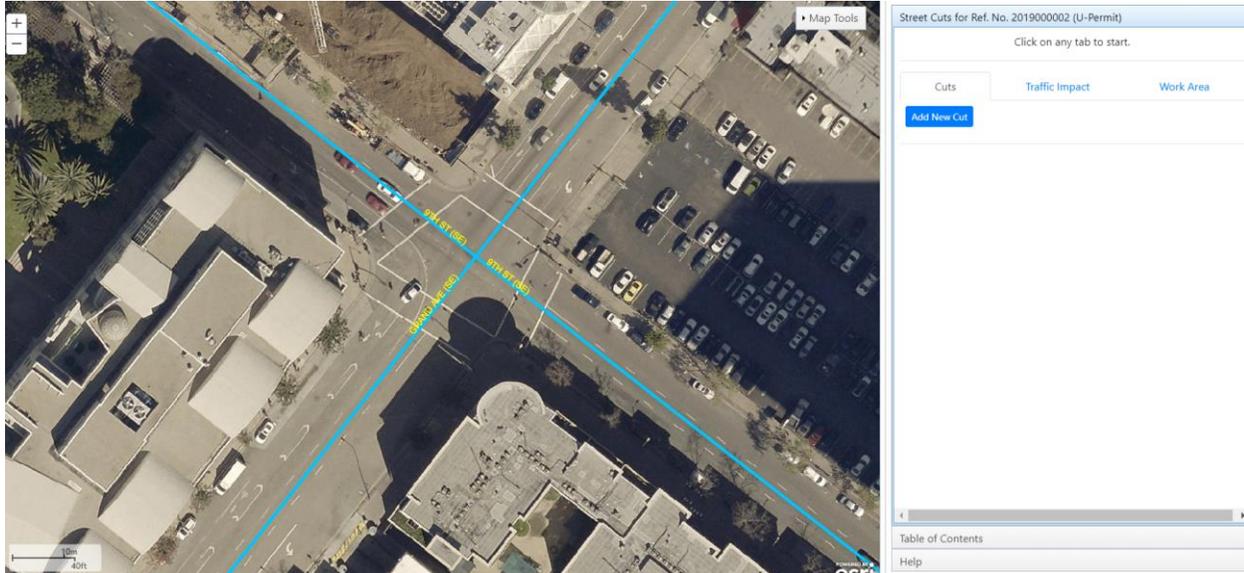

In this scenario you need to place conduit along a section of 9th street, then radially around the curved sidewalk then along a section of Grand Ave. The Cut will be done in three sections, two straight cuts and one curved cut as follows:

1) Cut 1 - A 25 feet by 1 foot by 5 depth straight cut along 9th
2) Cut 2 - A 25 feet by 1 foot by 5 depth straight cut along Grand.
3) Cut 3 - A Curved 1-foot wide by 5 depth radial cut from 9th to grand following the sidewalk curve.
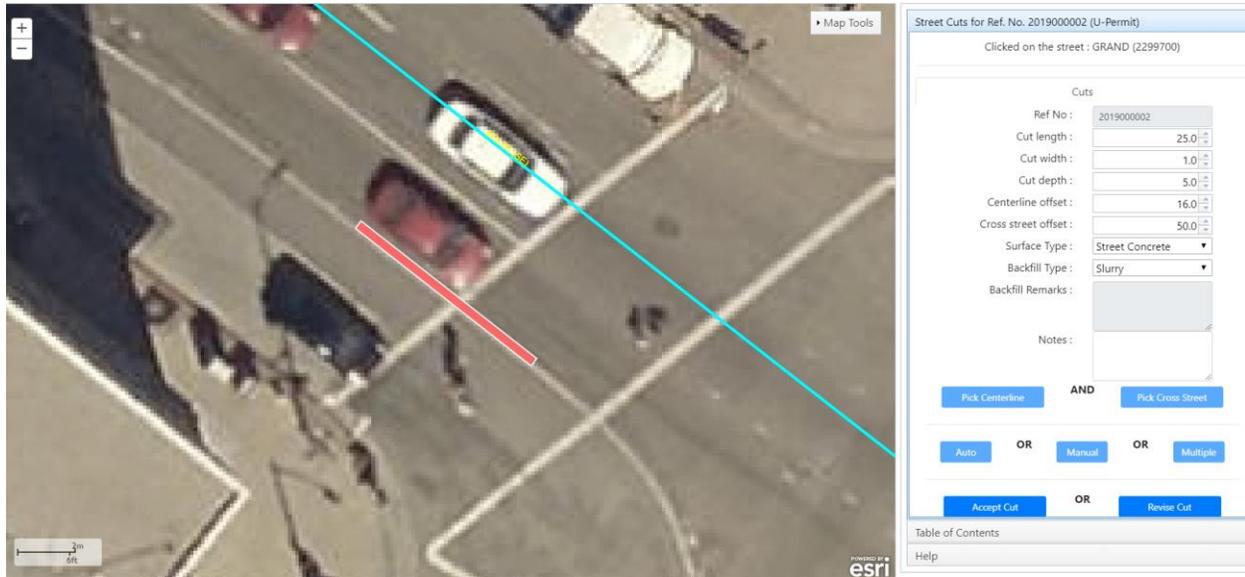
Input for Cut 1 data as shown:

Pick Centerline: 9th

Pick Cross street; Grand Ave

Click: **Auto** button to add cut

Click **Accept Cut**

Cut 1 is placed

Click **Add New Cut**

Street Cuts for Ref. No. 2019000002 (U-Permit)

Cuts

Add New Cut   Home

Existing Cuts

No	On Street	Length	Width	Actions
1	9TH	25.00	1.00	✏️ 🗑️

☐   Show/Hide SDRF Area(s).

Save Cuts

Now add Cut 2

Input for Cut 2 data as shown:

Street Cuts for Ref. No. 2019000002 (U-Permit)

Clicked on the street : GRAND (2299700)

Cuts

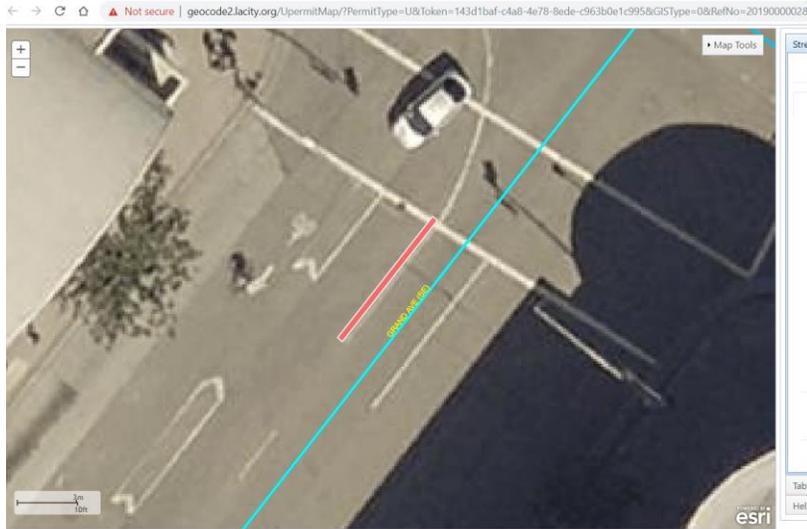|	
Ref No :	2019000002
Cut length :	25.0
Cut width :	1.0
Cut depth :	5.0
Centerline offset :	6.0
Cross street offset :	56.0
Surface Type :	Street Concrete
Backfill Type :	Slurry
Backfill Remarks :	
Notes :	

Pick Centerline   AND   Pick Cross Street

Pick Centerline: Grand Ave

Pick Cross street: 9ᵗʰ

Click **Auto**

Cut 2 location below:

Click **Accept Cut(s)**

Click **Save Cuts(s)**

The two straight cuts are shown as follows:
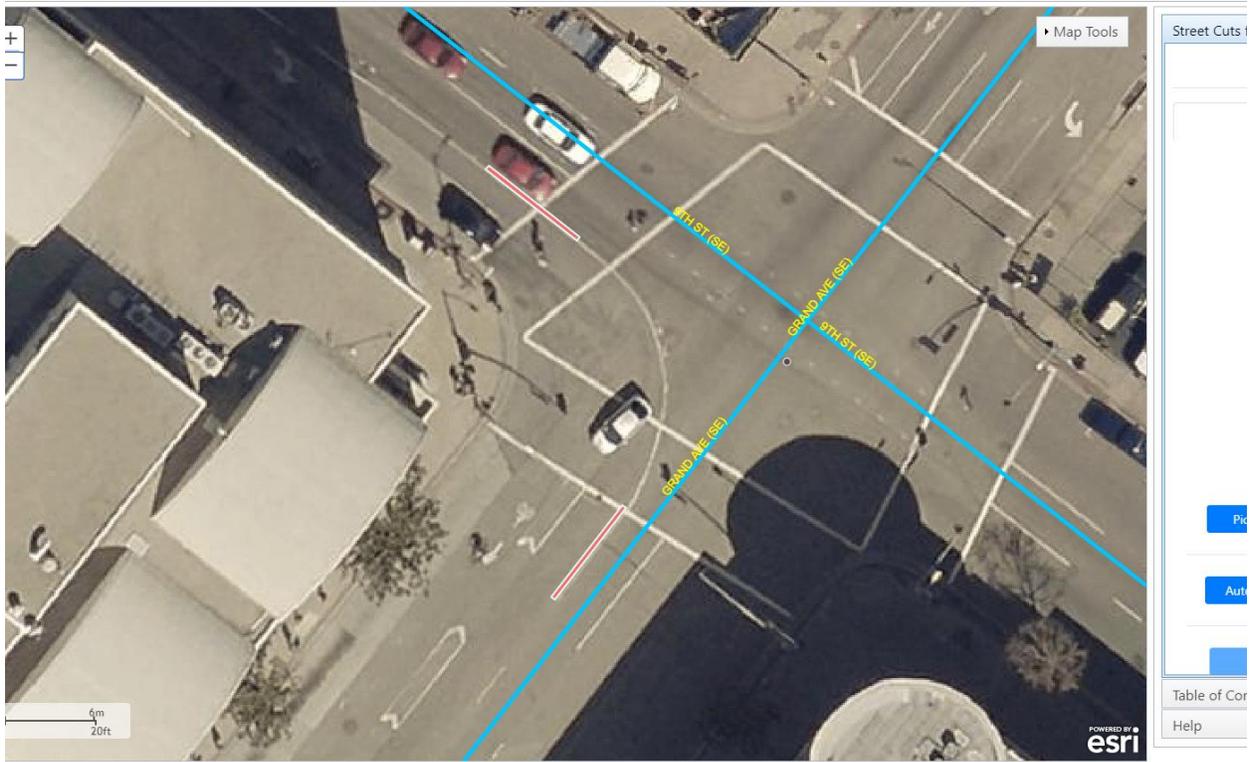
Now we will connect the two straight cuts with a curved cut.

To do this we will use the Multiple cuts button to draw a line between the two straight cuts. Draw the line as shown below. Make sure you space out the "clicks" to get 5 to 6 cuts along the curve. Follow the screen instructions. At the end of the drawing you will have something like below. Now you need to manually place the cuts to approximate the curve. Click on **Revise** command button.

Pick Centerline: Grand Ave

Pick Cross street: 9th

Click **Multiple Cuts** button
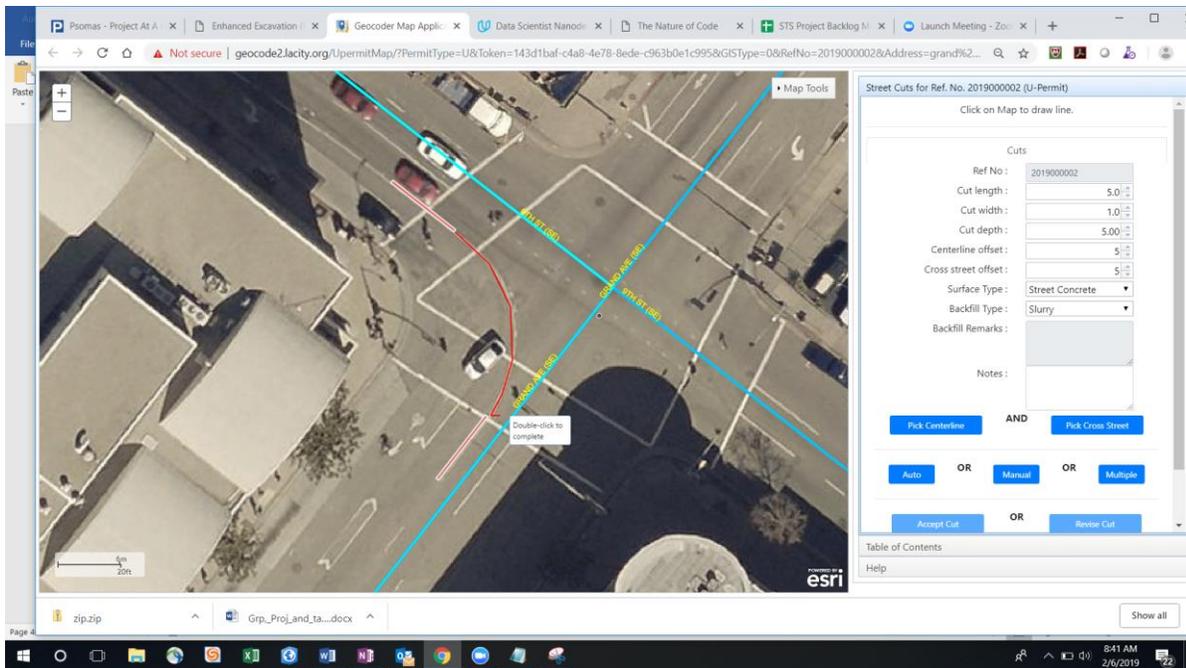
You should have the below cuts. Click **Accept Cut**
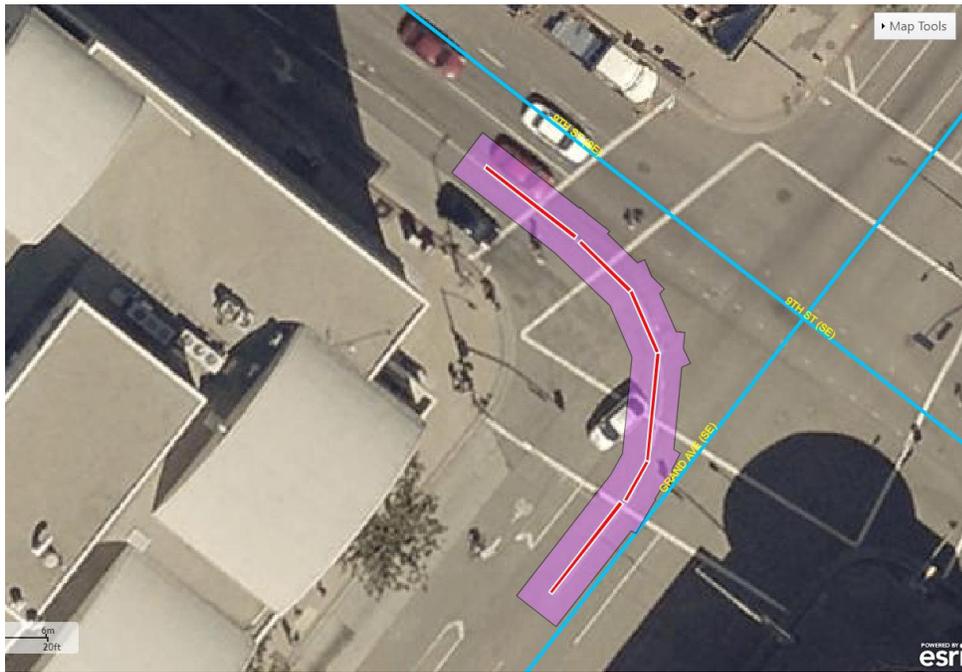
The below table will appear. Click **Show/Hide SDRF Area(s)**

You will see the screen below. The SDRF Areas will appear in blue

Click **Save Cut(s).** This will save the cut data to the system.
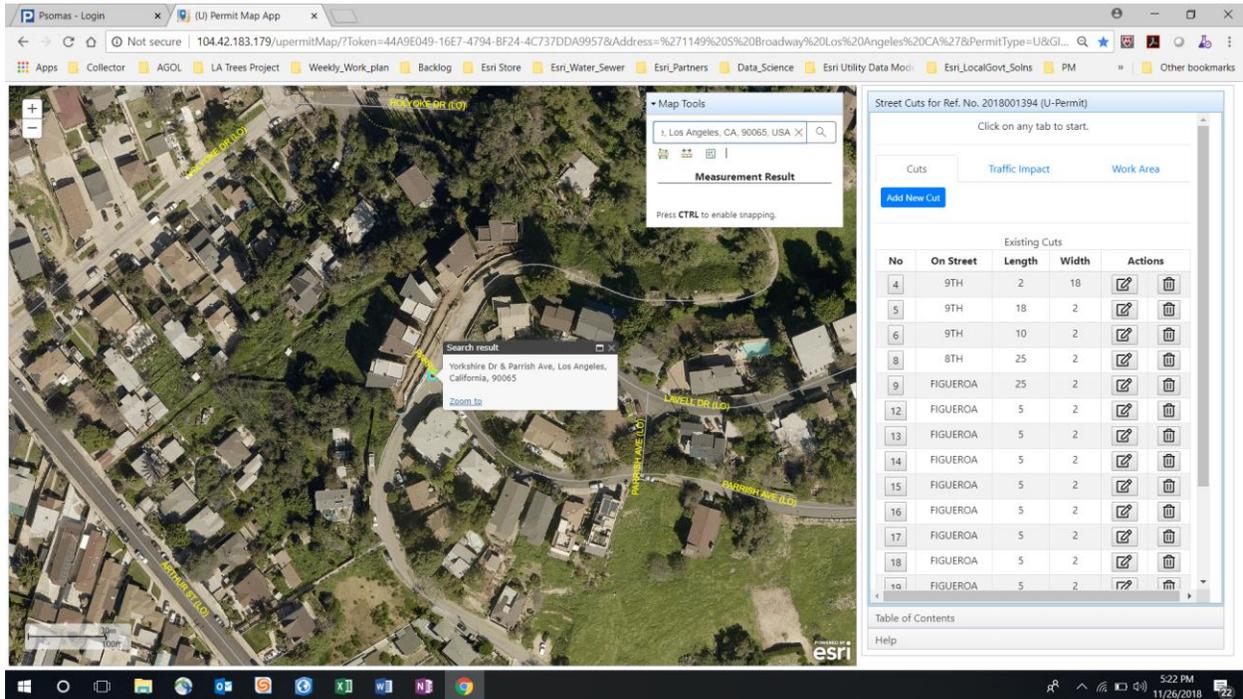
Now Click on the *Table of Contents* tab and click on the Combined SDRF Area to see the combined SDRF Area. We have completed adding a Curved (Radial) Cut

Scenario 4) Adding a Cut to a Curved Street.

You need to add a cut to a residential street that is curved. You will add a cut on Yorkshire Drive.

Using the Map Tool go to Yorkshire Drive and Parrish Ave

Zoom in a bit. You will place the cut on Yorkshire Drive. Click **Add New Cut** and input the cut details as shown. Pick Centerline is Yorkshire and the Cross Street is Parrish. Click **Auto.** You will get a message to Manual Place the Cut.
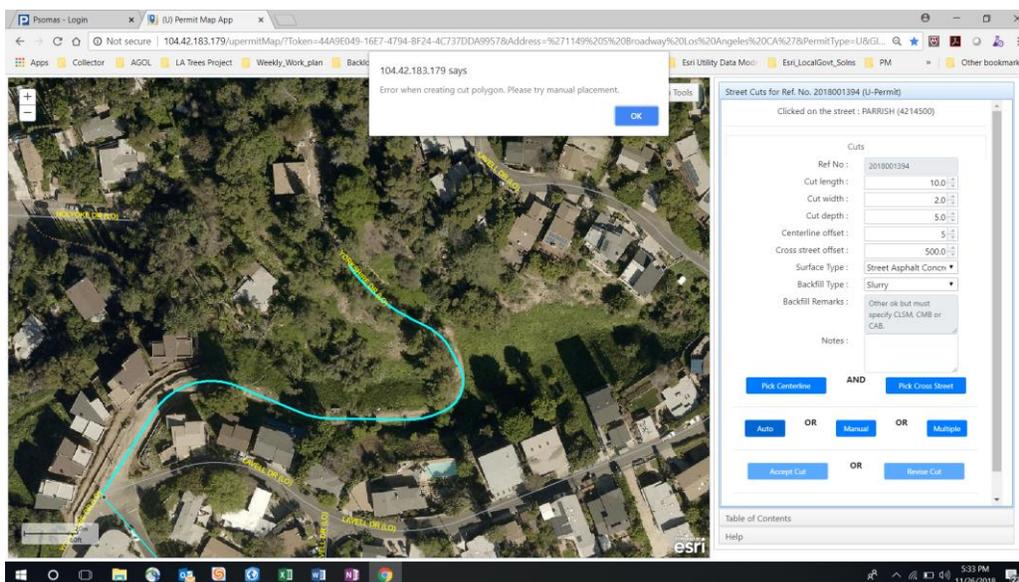
Click on Manual and place the cut approximately where shown in the red box.
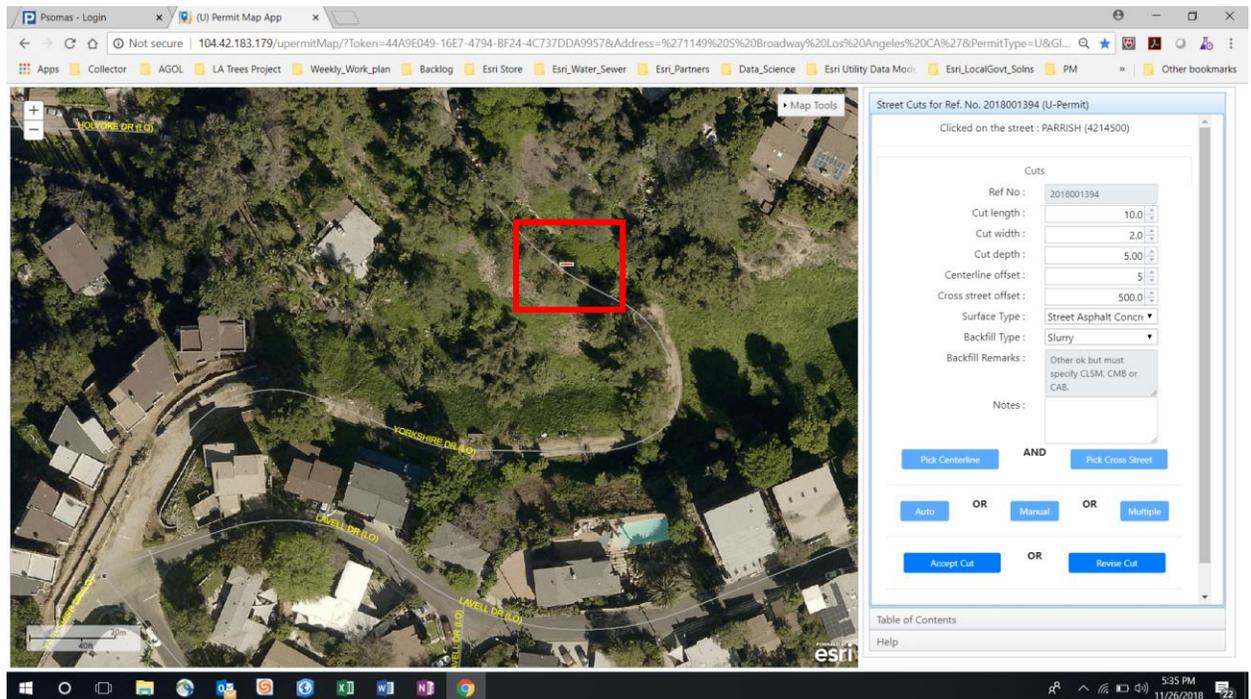
Zoom in an Click on **Revise**. You will now revise the cut and align it perpendicularly to the centerline. Click **Save.**
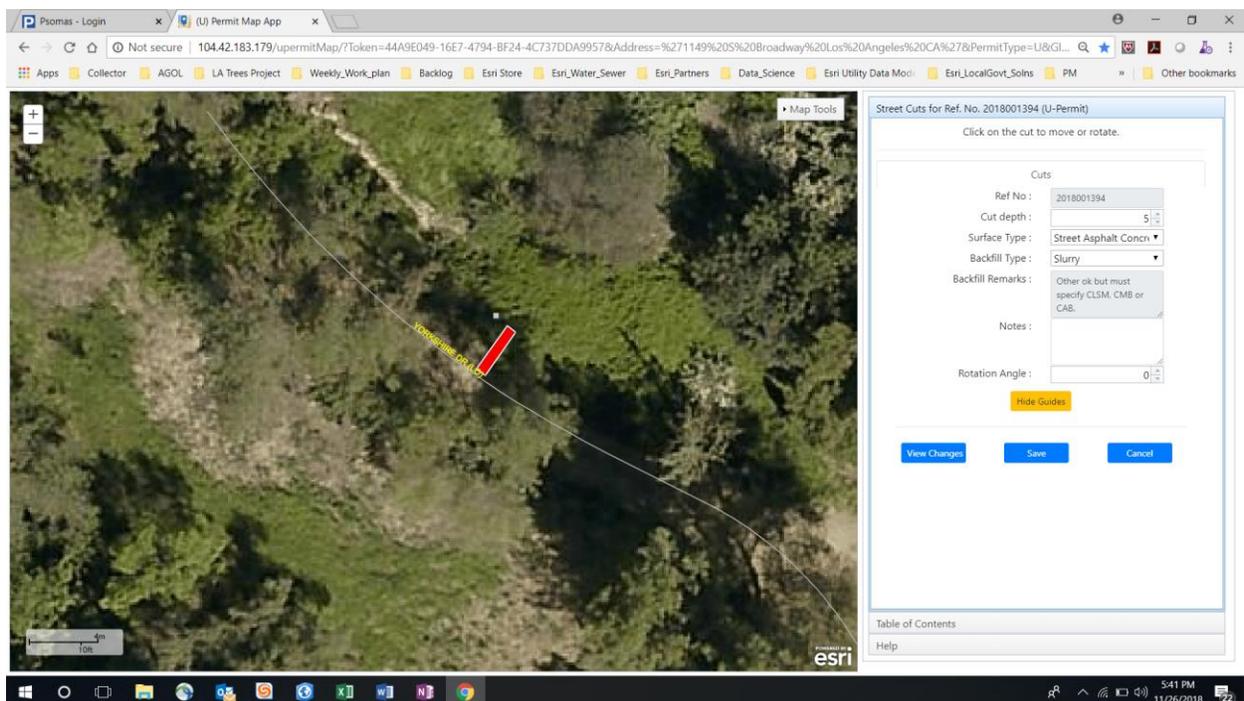
Click **Save Cuts**. Click **OK** on Save to Server message.