

Little Rock Bike Count Instructions September 2019

Thank you for volunteering your time to help make Little Rock a safer and friendlier place to walk and ride! These counts are critical to help understand how our transportation network is being used so that we can justify and target future improvements.

BikePed Count Instructions – As you can see on Count Form, you'll be counting bicyclists and pedestrians that pass in 15 minute intervals. For the sake of uniformity across count locations and between years, we've established the following guidelines:

- 1) **Review Materials Prior to Count Day:** Please review all materials prior to the day of the count so that I can answer any questions you may have (jlandosky@littlerock.gov, 371-4430)
- 2) **Arrival Time:** Please try to get to your location a few minutes early so that you can be set up and counting when your shift begins. If you are running late, please note the actual time you started and do 15 minute intervals from that point for two hours to make locations as comparable as possible. For example, if your shift starts at 12pm but you start counting at 12:10pm, your first 15 minute block would be 12:10pm-12:25pm and try to stay until 2:10pm if possible.
- 3) **Fill Out Data Sheets Completely:** Please fill out all blanks on the data sheet. This can help us resolve illegible handwriting and other issues during data entry. Please also complete the "15 min interval" box with actual start and end time of the row.
- 4) **Who Counts?:** If a cyclist or pedestrian comes within a city block (i.e. ~400 ft.) of your intersection/location, please count them as crossing your intersection. If they are crossing at the intersection next to yours (i.e. one city block over), do not count them.
- 5) **Demographics:** As people (or especially a group of people) ride by quickly, there may be some judgment calls about Youth vs. Adult, Male vs. Female, or actual number of riders. Use your best judgment.
- 6) **Notes:** If you are not sure if/how to count someone in a particular situation, please write a note on your data sheet. It will allow me to tally the most accurate data possible and improve the instruction sheet over time.

Surveys – In past counts, we've also offered cyclists and pedestrians an opportunity to stop and complete a survey. In the interest of streamlining volunteer efforts, *we are not doing that this year.*

What to Bring – Most importantly, be safe. Please wear the provided bright vest. Let us know if you have other suggestions of what to bring in the future.

- 1) Vest (provided)
- 2) Binder with forms/instructions (provided)
- 3) Pencils/Pens (provided)
- 4) Sign to alert people that they can fill out a Bike or Ped survey (provided)
- 5) Water and snacks
- 6) Fold-out chair (optional)

Thank you again! John Landosky, City of Little Rock Bicycle and Pedestrian Coordinator