Contract Administration for Work Zone Safety

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Agenda

• Definitions
• Specifications
• Traffic Control Supervisor (TCS) Requirements
• Inspection of Traffic Control
• Traffic Control Diary
• Crash Testing of Traffic Control Devices
Why is Highway Work Zone Safety Important?

• To ensure a safe environment for workers AND motorists who drive through the work zone on a project, so they can navigate through easily

• To prevent crashes - from beginning to end of the highway project under construction
Traffic Control Plan

- Every project must have a **Work Zone Traffic Control Plan** that details how the project will be made safe for workers and motorists:
  - **Traffic control devices** – signs, barrels, barricades, etc, and specifically how/where/when they will be installed
- No on-site work can start on the project without first having the appropriate traffic control devices in place
Whose job is it to make the Work Zone Safe?

First: It is the responsibility of the **contractor's** Traffic Control Supervisor to ensure that the Traffic Control Plan is implemented.

Second: LPA Project Engineer ensures this is being done.

Third: LPA Responsible Charge should check to see this is being done.

Fourth: LDOTD Project Coordinator also checks to see this is being done.
Definitions

• **Traffic Control Supervisor (TCS)** —
  – Successful completion of work zone traffic control supervisor course (approved by DOTD)
  – Passed a written exam on the above course
  – Minimum of 1 year full-time field experience in work zone traffic control

• **Traffic Control Technician (TCT)** —
  – Successful completion of work zone traffic control technician course (approved by DOTD)
  – Passed a written exam on the above course
TCS Authorization

- With proof of meeting the above requirements, a Traffic Control Supervisor (TCS) or Traffic Control Technician (TCT) can get their Authorization from LDOTD

- Prior to the start of construction work, the contractor shall submit to the LPA PE a copy of the TCS’s and TCT’s current authorization
Location of Contract
Requirements for Work Zones

• DOTD Standard Specification (Blue Book)
  – Section 713, Temporary Traffic Control

• DOTD Supplemental Specifications
  – Section 713.08, Traffic Control Management

Required Documents

Traffic Control Supervisor (TCS) shall have:

1. A set of all current contract documents relating to work zone traffic control and/or traffic staging
3. A current copy of Louisiana Work Zone Traffic Control Details:  
Found at link on previous slide, under the Special Details under Traffic Control at the very bottom of the page:

http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Standard_Plans/Pages/default.aspx?RootFolder=%2FInside%5FLaDOTD%2FDivisions%2FEngineering%2FStandard%5FPlans%2FStandard%20Plans%2FTemporary%20Traffic%20Control&FolderCTIID=0x012000759B9DC184A87A4E8BAEACED94697A67&View={6CA8D877-4BA0-45CA-83B0-350384A89137}
Traffic Control Supervisor (TCS) Duties

• TCS shall personally provide traffic control management and supervision services at the project site
• TCS - may have other assigned duties, but must be readily available at all times to perform TCS duties as required in the contract
• A minimum of one TCS or Traffic Control Technician (TCT) shall be required on site during working hours = someone in charge of work zone traffic control at all times
TCS Duties

• Responsible for the training of flagging personnel
• Ensures that all flagging done on the project is in compliance with the MUTCD and the Louisiana Work Zone Traffic Control Details
• Police - OK when used as flaggers, as long as they meet the flagger requirements and are being used ONLY as flaggers (not police)
TCS DUTIES:

• Coordinates all traffic control operations for the duration of the contract
  – Includes subcontractors, utility companies, and suppliers

• Responsible for notifying the LPA PE immediately of vehicular crashes & document in the traffic control diary
TCS Duties

• Responsible for maintenance, cleanliness, replacement, and removal of traffic control devices during working AND non-working hours

• Ensure that workers are wearing proper, reflective safety garments
Inspection of Traffic Control

• TCS - responsible for the inspection of all traffic control devices every calendar day
  – Inspection may be delegated to the TCT

• The “Quality Guidelines for Work Zone Traffic Control Devices” standards by ATSSA - the tool used to evaluate the condition of the traffic control devices to determine if acceptable for use
Inspection Of Traffic Control

• Traffic Control should be inspected by the TCS on **weekends, holidays, or other non-work days** at least **once per day**

• Traffic Control should be inspected by the TCS at least once a week during **nighttime periods** and the same night after any modifications or changes have been made in the traffic control devices
Acceptable/Marginal/Unacceptable??
Traffic Control Diary

• TCS maintains a project traffic control diary in *DOTD’s Site Manager program* (this is like their daily work report)
  – TCS keeps the traffic control diary current on a **daily** basis, and signs each daily entry
  – Available at all times for inspection by the LPA PE
  – Diary shall be reviewed with the LPA PE on a **weekly** basis

• Site Manager user ID & password assistance? Contact LDOTD’s Alan Rusch at 225-379-1592
Traffic Control Diary

• Any and all deficiencies noted in the traffic control diary shall also be noted in the contractor’s diaries

• Subject to LA R.S. “Filing or Maintaining False Public Records

• $150/calendar day stipulated damages
  – Failure to complete daily diary
  – No contemporaneous record keeping – should not be written “after the fact”
What should be in a Traffic Control Diary?

Should summarize all the duties of the TCS, including the following items:

• Type of work being performed that day
• Traffic control plan used – beginning & ending stations for each
• Traffic Control Devices – number of each, correct location?, any missing/damaged?, condition
• Permanent or temporary striping removed or placed – from beginning to end station
• Crashes, memos or change orders
Failure To Comply with Work Zone Safety requirement?

• LPA PE, DOTD Work Zone Engineer, or DOTD Traffic Control Specialist - may suspend all or part of the contractor’s operation(s) for failure to comply with the approved “Traffic Control Plan” or failure to correct unsafe traffic conditions within a reasonable period of time

• Notification is given to the contractor either verbal or written – followed up in writing
Failure To Comply?

- Serious deficiencies shall constitute in the contractor’s operations being shut down until such time as he can demonstrate that he can meet the specification in its entirety.

- DOTD – may revoke or de-certify the TCS for gross neglect of his/her duties:
  - Must take TCS course again
  - 90 day probationary period at our discretion
  - No TCS = no work, but time still keeps ticking
Eligibility Letters for Temporary Traffic Control Devices – Work Zone letters

- Standard Specifications (Blue Book) Section 713.07
- Temporary traffic control devices (i.e. barricades) must be crash tested to ensure crashworthiness
- If device passes the crash test (NCHRP 350 & MASH), FHWA will issue an eligibility letter for use of federal-aid projects
- Contractor needs to provide these letters for each device to the LPA PE prior to 1st estimate & before installation of the traffic control devices on the project
Crash Testing

NCHRP 350 – National Cooperative Highway Research Program Report 350:
http://safety.fhwa.dot.gov/roadway_dept/policy_guide/road_hardware/nchrp_350/

MASH – Manual for Assessing Safety Hardware – Jan 1, 2011:
http://safety.fhwa.dot.gov/roadway_dept/policy_guide/road_hardware/nchrp_350/
Public Convenience & Safety Special Provision

When to hire Law Enforcement Officers – discussed & agreed to at pre-construction conference:

- Officers must be certified by DOTD – Take the training course
- **Presence** – all 3 must exist
  - Multi-lane highway/interstates with posted 50 mph and greater
  - Lane closure
  - PE anticipates a queue (a line of traffic)
- **Enforcement** – safe operation (write tickets)
- **Traffic Control** – detours or diversion
- $40/hr + $25/vehicle (max or agency policy)
Police Location
The Bottom Line for Work Zones

• Take pride in your work zone!
• Have workers wearing appropriate safety garments (not worn or ragged) – they will command more respect from the motoring public
• Establish a work zone that any driver (young or old) can navigate easily
• Work Zone Temporary Traffic Control (TTC) sets the tone for the entire project - if your TTC doesn't look good or isn't correct, motorists won't respect you or the project.
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Questions?