

## **POLICY FOR LANE CLOSURES DURING THE PEAK HOURS**

**The Standard Specification States: There shall be no lane closures during the peak hours, 7:00-8:30 AM and 3:30-6:00 PM on any Arterial Street Monday thru Friday.**

- This Standard Specification is the first assumption on all projects and should be part of the special provisions until published in the new Spec Book.
- Exceptions can be made on a case-by-case decision making basis.
  - Each and every decision to work during the Peak Hours must be made jointly with Traffic Operations.
  - Any recommendation to deviate from this will be communicated VIA EMAIL to the appropriate Supervisors including, but not limited to:
    - Assistant City Engineer (Randy); City Engineer (Roger); Director (Greg) for their concurrence. Verification of a decision for exceptions to this policy should be in writing from one of the following: Assistant City Engineer (Randy); City Engineer (Roger); Director (Greg)
    - IN THE CASE OF AN EMERGENCY, A CALL MAY BE MADE DIRECTLY TO THE DIRECTOR, with follow-up communications made as soon as possible.
  - Where roadways that were formerly two lanes are being widen to four lanes may be reopened to two lanes again with lane closures during the peak hours, in order to re-establish two-way traffic as soon as possible. Re-establishment of roadway to two or more lanes that has been totally closed should communicated VIA EMAIL to the appropriate Supervisors including, but not limited to: Assistant City Engineer (Randy); City Engineer (Roger); Director (Greg)
  - To override this provision in the Standard Specifications, a Special Provision is needed in the contract documents with approval from the City Engineer and /or the Director.
  - In areas where the existing number of traffic lanes are unaffected by work and work can be performed safely without compromising the safety and capacity of the travel public then the work may be performed during the peak hours. This means either the work does not interfere with the existing lanes at all or slight shifts in the traffic lanes can be accomplished to keep the same number of lanes operational in accordance with proper traffic control guidelines.
  - Changes during Construction – Follow the procedure for approvals listed above.
  - BE SURE TO COMMUNICATE ANY CHANGE TO THE PUBLIC BY APPROPRIATE MEANS SUCH AS:
    - Door Hanger
    - Public Works Advisory
    - Media Release
    - Personal Phone Call
    - Updates to the Street Closure List (including mid-week changes)
    - Update to Web Site

**BE ALERT TO POSSIBLE CHANGES IN CONTRACT TIME, CONSTRUCTION TECHNIQUE AND/OR COST DUE TO RAMIFICATIONS OF THIS POLICY.**