



*Florida Department of Transportation*

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GOVERNOR

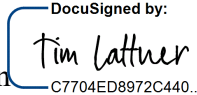
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JARED W. PERDUE, P.E.  
SECRETARY

August 18, 2022

**REVISED DCE MEMORANDUM NO. 22-12**  
*(FHWA Approved 7-28-22)*

**TO: DISTRICT CONSTRUCTION ENGINEERS**

**FROM:** Tim Lattner, P.E., Director, Office of Construction  C7704ED8972C440...

**COPIES:** Dan Hurtado, Stefanie Maxwell, Ananth Prasad (FTBA), Jose Ortiz (FHWA)

**SUBJECT: LANE CLOSURE NOTIFICATION SYSTEM**

The Department has revised Standard Specification **Sections 102 Maintenance of Traffic and 105 Contractor Quality Control General Requirements** to provide requirements for entering lane closure information into the Department's lane closure notification system by the Worksite Traffic Supervisor (WTS) or an on-site designee via a mandatory specification revision scheduled for October 2022 lettings.

All active construction projects and all projects let prior to October lettings will be required to add the revised specification by Work Order or Supplemental Agreement.

To receive system access, WTSs or designees must take the training specified in Section 105. Contractors shall submit the name, email address, and proof of training completion for each individual requiring access to the Engineer. Upon receipt of this information, the CEI will submit the access request to the District via their Construction Project Manager for processing and account generation.

Active construction projects are to begin entering lane closure information into the system by August 22<sup>nd</sup>, 2022.

**This memorandum serves as a blanket approval to process a \$0.00 contract change to incorporate the above referenced revision and should be attached to the Work Order or Supplemental Agreement.**

Should you have any questions, please contact Olivia Townsend, at 850-414-4303.

TL/ot  
Enclosures

**MAINTENANCE OF TRAFFIC.****(REV 8-17-22) (10-22)**

ARTICLE 102-3 is deleted and the following substituted:

**102-3 Specific Requirements.**

**102-3.1 Beginning Date of Contractor's Responsibility:** Maintain traffic starting the day work begins on the project or on the first day Contract Time is charged, whichever is earlier.

**102-3.2 Worksite Traffic Supervisor:** Provide a Worksite Traffic Supervisor who is responsible for initiating, installing, and maintaining all temporary traffic control devices as described in this Section and the Contract Documents. Provide all equipment and materials needed to set up, take down, maintain traffic control, and handle traffic-related situations. Provide the Worksite Traffic Supervisor or designee with a tablet or smartphone with internet access for recording information into the Department's lane closure notification system. Use approved alternate Worksite Traffic Supervisors when necessary.

The Worksite Traffic Supervisor must meet the personnel qualifications specified in Section 105.

The Worksite Traffic Supervisor is to perform the following duties:

1. On site direction of all temporary traffic control on the project.
2. Is on site during all set up and take down, and performs a drive through inspection immediately after set up. During operations with lane closures, the Worksite Traffic Supervisor or on-site designee shall record lane closure information into the Department's lane closure notification system in accordance with 102-3.3.
3. Is on site during all nighttime operations ensuring proper temporary traffic control.
4. Immediately corrects all safety deficiencies and corrects minor deficiencies that are not immediate safety hazards within 24 hours.
5. Is available on a 24 hour per day basis and present at the site within 45 minutes after notification of an emergency situation and is prepared to respond to maintain temporary traffic control or to provide alternate traffic arrangements.
6. Conducts daily daytime and weekly nighttime inspections of projects with predominately daytime work activities, and daily nighttime and weekly daytime inspections of projects with predominantly nighttime work activities of all traffic control devices, traffic flow, pedestrian, bicyclist, and business accommodations.

Advise the project personnel of the schedule of these inspections and give them the opportunity to join in the inspection as deemed necessary.

The Department may disqualify and remove from the project a Worksite Traffic Supervisor who fails to comply with the provisions of this Section. The Department may temporarily suspend all activities, except traffic, erosion control and such other activities that are necessary for project maintenance and safety, for failure to comply with these provisions.

**102-3.3 Lane Closures:** Approval for all lane closures, mobile operations, and traffic pacing operations is required. Submit routine requests to the Engineer fourteen calendar days in advance of planned lane closures, mobile operations, and traffic pacing operations. For unforeseen events that require cancelling or rescheduling lane closures, mobile operations, and traffic pacing operations, revise the lane closure request as soon as possible.

Record information for planned lane closures, including but not limited to begin and end lane closure times and locations, into the Department's lane closure notification system. Closure information is to be recorded within five minutes of placing the first channelizing device and removing the last channelizing device associated with the closure.

At the preconstruction conference, submit a request for access to the Department's lane closure notification system to the Engineer. Include the WTS's or designees' name, email address, and a copy of the individual's certification of training for the Department's lane closure notification system. For change of access requests, submit a request to the Engineer at least ten calendar days in advance of when the change is needed.

Information recorded in Department's lane closure system is for public information purposes and will not be used for contract administration.

**102-3.3.1 Traffic Pacing:** In addition to dates and locations, include a pacing plan outlining the expected equipment and number of traffic control officers required, the proposed traffic pacing lengths and durations, the available existing egresses in the event of an emergency, and a contingency plan in the event of an equipment failure.

**102-3.4 Pedestrian and Bicycle Accommodations:** Provide accommodations for pedestrians as shown in the Temporary Traffic Control (TTC) plans or as directed by the Engineer. Accommodate pedestrians with a safe, accessible travel path around work sites separated from mainline traffic in compliance with the Americans with Disabilities Act (ADA) Standards for Transportation Facilities. Provide appropriate signs for advanced notification of sidewalk closures and marked detours. Only approved pedestrian longitudinal channelizing devices may be used to close or delineate a pedestrian walkway.

Provide accommodations for the closure of bicycle facilities (i.e., marked bicycle lanes or paved outside shoulders 4 feet or greater in width on non-limited access roadways) as shown in the TTC plans or as directed by the Engineer.

Existing businesses in work areas are to be provided with adequate entrances for vehicular and pedestrian traffic during business hours.

**CONTRACTOR QUALITY CONTROL GENERAL REQUIREMENTS.  
(REV 8-17-22) (10-22)**

SUBARTICLE 105-8.3 is deleted and the following substituted:

**105-8.3 Temporary Traffic Control (Maintenance of Traffic) Personnel:** Worksite Traffic Supervisors, flaggers, and other personnel responsible for work zone related transportation management and traffic control must obtain training and certification in accordance with the Department's Temporary Traffic Control (Maintenance of Traffic) Training Handbook located at the following URL address:

<https://www.fdot.gov/roadway/TTC/Default.shtm>.

Worksite Traffic Supervisors or designees must obtain training and certification for the Department's lane closure notification system available at the following URL address:

<https://info.one.network/fdot-live-link-resources>.