**Revise Section 630 of the Standard Specifications for this project to include the following:**

# Description

This work consists of providing Courtesy Patrol Service (CPS) to motorists within the project area and within 1/2 mile each direction of intersecting roadways. The work includes locating, providing roadside assistance and clearing traffic related incidents. The use of the Courtesy Patrol shall be integrated into the Traffic Incident Management Plan (TIMP).

# Materials

The Contractor shall provide tow truck vehicles needed to perform assistance services as described in this specification. Each tow truck shall be a Colorado licensed Class A vehicle with a minimum gross rating of 10,000 lbs. The tow truck shall have a dual wheel chassis and a four ton vehicle recovery rating. Each tow truck shall be equipped with the following:

1. Wheel lift towing equipment, including high visibility safety straps with a minimum lift rating of 3,000 pounds.
2. Hydraulic boom lift with a static rating of 5,000 pounds.
3. Winch with an 8,000 pound rating.
4. Cable with a 3,500 pound rating on the first layer of cable.
5. Tow slings rated at 3,000 pounds each.
6. Original Equipment Manufacturers (OEM) tow chains of 5/16 inch alloy.
7. OEM JT hook assembly.
8. Rear work lights.

The Contractor shall provide sufficient tow trucks to meet the coverage requirements of the TIMP.

One spare truck shall be provided for every ♦ trucks. The spare truck shall be operational within 30 minutes of a breakdown of an onsite CPS truck.

The Contractor may use equivalent capacity flatbed trucks in lieu of tow trucks or a combination of both, as approved by the Engineer.

Each truck shall meet the following operating requirements:

1. The truck’s exterior and interior shall be cleaned periodically. The operator’s personal articles or equipment shall be removed from the interior of the truck before the start of each shift. All damage to the truck, and damage to personal articles and clothing shall be repaired or replaced at the Contractor’s expense. The tow truck shall be regularly maintained per the manufacturer’s recommendations.
2. The truck’s exterior condition and color shall be approved by the Engineer.
3. One CDOT supplied sign shall be mounted on each side of the tow truck and shall be displayed at all times during project working hours. No personal or corporate names or symbols will be permitted to be displayed during the hours the tow truck is being used for CPS services. Signs that are lost, stolen or damaged shall be replaced at the Contractor’s expense.

▲ Before start of CPS operations, the Contractor shall submit for approval a complete list of items that will be available in each tow truck. At a minimum, these items shall include the following:

1. Five gallons of unleaded gasoline available in an easy access gas transfer system.
2. Five feet of safety chain
3. Five gallons of radiator, mixed with anti-freeze when required.
4. Four way lug wrench (Metric).
5. Four way lug wrench (English)
6. Rechargeable air bottle or portable air device (100 psi capacity), hoses and fittings to fit tire valve stems
7. Flashlight and spare batteries
8. Booster cables, 25 ft. long minimum, 3-gauge copper wire with heavy-duty clamps with one end adapted to truck's power outlets
9. Funnel with flexible spout
10. Five 36-inch traffic cones with reflectorized bands
11. Reflector vest for the operator
12. First aid kit, 16 units
13. Fire extinguisher, 5ABC
14. Hand broom
15. Snow shovel
16. 20 pounds of traction sand
17. Three 30-minute flares
18. Three reflective triangular warning devices
19. Adequate snow chains, as necessary
20. Cellular Phone

# Construction Requirements

*(a) CPS Qualifications.*

Each CPS operator shall be trained and certified in OSHA 10 Hour training and in basic first aid techniques, including CPR. The Contractor shall submit documentation confirming this training before the start of work. ♥ Retraining in these elements shall be provided every 24 months and verification shall be submitted within seven calendar days of completion.

*(b) Service Requirements*.

The CPS shall begin upon approval of the TIMP. The Engineer will provide this approval a minimum of five days of the expected start date. The CPS shall operate until project completion per subsection 105.21.

The CPS shall provide three types of service:

1. At the owner’s consent, relocate the disabled vehicle to a shoulder of roadway or an appropriate drop site for additional assistance or repairs.
2. Assist local public agencies and law enforcement authorities as requested during a traffic related incident in the designated coverage area.
3. Safely remove light debris from the incident area and inform appropriate authorities if debris is too large or unsafe to remove.

The CPS shall perform services up to the safe capacity of his equipment and experience. If a major traffic incident is beyond the capacity of the CPS, the Contractor shall immediately contact law enforcement and the Engineer. The CPS shall remain on site with emergency lights flashing and appropriate traffic control placed around the incident until local law enforcement arrives.

The CPS shall inform the Engineer and the Contractor before responding to any incidents. The response shall include the location, time and estimated severity of the incident at a minimum.

The CPS operator shall maintain daily logs that include shift start and end times, roadways covered, and detailed incident data. Incident data shall include the date, type and time of incident, CPS arrival time, number of vehicles involved, motorist information, type of service provided, location of incident, number of lanes blocked, and time lanes were cleared and opened to the traveling public. All logs shall be signed by the CPS and shall be submitted to the Engineer on a daily basis. In addition, the Contractor shall submit a weekly summary of incidents in electronic spreadsheet format.

*♣*

*(c) Drop Sites.*

*♣* The Contractor shall establish at minimum of ● drop sites for vehicles within the project limits, or a reasonable distance from the project limits. The locations of the drop sites shall be clearly identified in the TIMP. The drop sites shall be used as temporary parking and repair areas for vehicles towed from the project limits. The drop sites may also be used as accident investigation or motorist pullout area. If possible, the drop sites shall also serve as an area for stranded motorists to obtain additional assistance for vehicle repair. Preferably, the drop sites shall be well lit and shall have access to public telephones and public restrooms. The drop site shall be capable of providing adequate parking for a minimum of two vehicles. In addition, adequate space shall be provided for the tow truck to safely unload the disabled vehicle. The drop site shall have adequate space for motorists to stay safely off the roadway. Unless arrangements are made with local businesses, the drop sites shall be maintained daily to be free of snow, debris, and easily accessible. The maintenance of the drop sites will not be measured and paid for separately but shall be included in the work.

*♣* At the Contractor’s discretion, local business parking areas may be used as drop sites. The Contractor shall coordinate with local businesses to ensure that the vehicles can be parked at designated locations free of charge for a maximum of 24-hours. The Contractor shall be solely responsible for all motorist injury or vehicular damage that occurs during the transport, repair or storage of the vehicle during these 24 hours. The Contractor shall ensure that some of the businesses at the drop site are open during the time the motorist is present. The Contractor shall provide written documentation from the business owners indicating approval of the drop site, and if appropriate, maintenance of the drop site. Additional working relationships or contracts will not be permitted.

*(d) Courtesy Patrol Hours of Operation and Response Times.*

■The Contractor shall replace the Department's existing CPS operations within the project limits. The Contractor’s CPS start and end dates shall be approved by the Engineer.

The CPS shall cover all roadways and detours within the project limits, regardless of weather.

●Service shall be provided 24 hours per day, seven days per week with the exception of defined holidays in subsection 101.36 unless approved by the Engineer otherwise

●Service shall be provided during the ●\_ \_:\_ \_ AM to ●\_ \_:\_ \_ AM and ●\_ \_:\_ \_ PM to ● \_ \_:\_ \_ PM weekday peak periods, with the exception of defined holidays in subsection 101.36 Unless approved by the Engineer otherwise.

The CPS shall respond to an incident in less than ▼ minutes of occurrence during peak traffic and lane closures and ♪ minutes of occurrence during non-peak periods. The response requirements will be waived when CPS trucks are responding to traffic incidents.

(e) *Courtesy Patrol Coverage Area.*

The Contractor shall determine the number of tow trucks required and shall submit a method statement to the Engineer for approval. The method statement shall include the number of tow trucks required and the location and spacing of these trucks. If the response times are not met, the Engineer may require additional testing or monitoring of CPS operations, such that adjustments may be made. All adjustments shall be implemented within three calendar days and shall be at the Contractors expense.

# Method of Measurement

♫ Courtesy Patrol will be measured by the number of days it is utilized in the project.

– or –

♫ Courtesy Patrol will be measured by the actual number of hours it is utilized in the project.

Tow trucks, equipment, maintenance, and CPS related items will not be measured and paid for separately but shall be included in the work.

CPS certification and training will not be measured and paid for separately but shall be included in the work.

# Basis of Payment

Payment will be made under:

| **Pay Item** | **Pay Unit** |
| --- | --- |
| Courtesy Patrol | Day |
| Courtesy Patrol | Hour |

The following items shall be considered incidental to the work:

(1) Vehicles provided in excess of those stipulated in the TIMP.

(2) Overtime, shift differential, or any other rate adjustments

(3) Restocking of CPS related items

Cell phone usage will not be measured and paid for separately but shall be included in the work.

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**Instructions to Designers**: (Delete instructions and foot note indicators from final draft)

♦ The designer shall determine the rate of spare tow trucks required.

▲ The designer shall modify the list of items needed as deemed appropriate for the project.

♥ The designer shall delete this sentence for projects that have an anticipated duration of less than 24 months.

*♣* The designer shall coordinate with local law enforcement agencies to determine if drop sites will be allowed. If law enforcement denies the use of drop sites, the designer shall delete this section and appropriately renumber the remaining sections.

♠ The number of drop sites should be based on project length and availability of suitable locations, as described in (c), *Drop Sites.*

■ The designer shall evaluate the existing CPS in the project area. If none exists, the Designer shall delete this sentence.

● The designer shall review the guidelines to determine if weekday peak period or 24-hour coverage is appropriate for the project. If peak period coverage is used, the Designer shall insert appropriate peak period coverage hours and remove sentences referring to off-peak coverage.

▼ The designer shall determine and state the appropriate response time commensurate with the project location and scope for the CPS to respond to incidents during peak periods of traffic on the roadway. The amount of time given shall be between 15 – 30 minutes.

♪ The designer shall determine and state the appropriate response time commensurate with the project location and scope for the CPS to respond to incidents during non- peak periods of traffic on the roadway. The amount of time given shall be between 20 – 40 minutes.

♫ The designer shall select the appropriate method of payment for the project.