# Revision of Section 630

# Traffic Incident Management Plan

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

## Description

This work consists of the design and implementation of a Traffic Incident Management Plan (TIMP) that shall be maintained throughout construction of this project. The TIMP shall be developed per the latest version of the *Guidelines for Developing Traffic Incident Management Plans for Work Zones* (Guidelines)*.*

## Construction Requirements

The Contractor shall provide the following elements for traffic incident management:

1. Traffic Incident Management Plan (TIMP)
2. ♦Design elements for effective traffic incident management
3. ♦▲Courtesy Patrol
4. All additional elements the Contractor determines necessary.
5. *Development of the TIMP.*

The Contractor shall develop and submit the TIMP as part of the project’s overall Traffic Control Management Plan. The TIMP shall be consistent with the traffic control plan and phasing plan approved by the Engineer. The TIMP shall be submitted at a minimum of one week before start of work for approval by the Engineer. Work shall not begin until written approval of the TIMP has been received.

The Contractor shall develop the TIMP at a level of detail commensurate with the project work, per the Guidelines.

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1. Drop Sites.

♣The TIMP shall include at least two drop sites within the project limits or a reasonable distance from the project limits. The drop sites shall be used as temporary parking or repair area for vehicles towed from the project limits. The drop sites may also be used as accident investigation or motorist emergency pullout area. If possible, the drop sites shall also serve as an area for stranded motorists to obtain additional assistance for vehicle repair. Before moving a vehicle to the drop site, the Contractor shall obtain the following information from the driver or owner of the vehicle:

* 1. Motorist first and last name
	2. Owners first and last name
	3. Vehicles license plate number
	4. Vehicle make and model
	5. Condition of vehicle
	6. Signature of driver

The Contractor shall maintain and submit a daily log that includes the time the vehicle was placed at the drop site, removed from the drop site, and vehicle information collected before moving the vehicle to the drop site. In addition, the Contractor shall submit a weekly summary of drop site activity in electronic spreadsheet format. Preferably, the drop sites should be well lit and have access to public telephones and public restrooms. Each drop site shall be capable of providing adequate parking for a minimum of two vehicles and adequate space shall be provided for a tow truck to safely unload a disabled vehicle. The drop site shall be located at a safe distance away from the roadway, preferably outside the clear zone. Unless arrangements are made with local businesses, the drop sites shall be maintained daily to be free of snow, debris, and easily accessible. Any claims for damages to vehicles while stored at the drop site shall be handled in conformance with subsection 107.15. 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 the vehicles can be parked at designated locations free of charge for a maximum of 12-hours per vehicle. The Contractor shall inform the motorist in writing to remove the vehicle from the drop site within 12 hours. All vehicles left longer than 12 hours at the drop site shall be moved to a local facility, upon approval of the Engineer. The Contractor shall be remitted for all towing costs per subsection 104.04. The Contractor shall verify the businesses at the drop site are open during the time the motorist is present, or the Contractor shall accompany the motorist to the vehicle for safe retrieval if requested by the motorist. 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 with the drop site businesses shall not be permitted.

♣If the motorist or the Contractor deems the drop site unsafe, the Engineer shall be contacted immediately to make alternate arrangements for the motorist.

1. TIMP Committee.

For larger projects, the Contractor may form a TIMP Committee, which shall consist of the Engineer, the Contractor, and appropriate response agencies as described in the Guidelines and commensurate with the project scope. For larger projects, the Contractor may establish subgroups within the Committee as described in the Guidelines and as approved by the Engineer.

1. Performance Measures.

The TIMP shall include appropriate performance measures and a target element for each measure. The Contractor shall refer to the Guidelines for examples of good performance measures and compliance targets. At a minimum, the following performance measures shall be included:

1. Appropriate response to incidents that occur within the project limits.
2. Regular coordination with the TIMP Committee based upon the scope of the project.
3. Ongoing coordination with existing CDOT TIMPs that include or surround the project area. The Contractor shall maintain consistency with all existing CDOT TIMPs. ♥Existing CDOT TIMPs are:
4. Maintaining contact lists, detour route descriptions, and other TIMP elements that change during the course of the work. Regular updates shall be provided to the Engineer as needed.
5. Conducting incident debriefings to address major incidents as defined in the TIMP.

Each performance measure shall be approved by the Engineer before the acceptance of the TIMP. The Contractor shall incorporate appropriate design elements from the plans to provide effective traffic incident management during construction. Design elements shall be based on strategies defined in the Guidelines.

1. *Implementation of the TIMP.*

At a minimum, the Contractor shall implement procedures as stated in the TIMP and shall collect supporting data for performances measures and design elements as stated in the TIMP.

The Contractor shall revise the TIMP to be consistent with revisions in construction phasing or traffic control during the course of work. The revised TIMP shall be submitted to the Engineer for approval. The Engineer may stop work if the TIMP does not support the current construction phasing or traffic control. Work affected by the revised TIMP shall not begin until written approval has been received from the Engineer. No additional time will be granted to the Contractor for failure to comply with these requirements.

The Contractor shall confirm compliance to the performance measures as defined in the TIMP. At a minimum, the following shall be submitted to the Engineer in a bi-monthly performance report to determine acceptance of each measure:

1. Each performance measure.
2. An evaluation of compliance for each performance measure.
3. Appropriate support data.

# Method of Measurement

1. *Development of the TIMP.*

Development of the TIMP will not be measured but will be paid for as a single lump sum upon completion and acceptance of the TIMP.

* 1. *Implementation of the TIMP.*

Implementation of the TIMP will be paid on a monthly basis, for the work that has been accepted by the Engineer.

# Basis of Payment

Development of the TIMP will not be measured but shall be paid for as a single lump sum upon acceptance of the TIMP.

Implementation of the TIMP will be paid monthly as described under “Method of Measurement”. The first month shall begin upon written acceptance of the TIMP. The final month shall terminate at the completion of the final inspection, in conformance to subsection 105.21. Payment for the first and last month of implementation will be prorated using the following:



Each monthly implementation payment will be multiplied by a performance factor to adjust for non-compliance of performance measures. The performance factor will be based on the performance monitoring report as follows:



Any measure that does not have sufficient data to support determination of compliance will be considered as non-compliant.

If the Contractor fails to meet at least 50 percent of the performance targets in two consecutive months, no monthly payment will be made for that second month and in addition to each succeeding month in which the Contractor does not meet at least 50 percent of the performance targets.

The Engineer will further reduce the monthly performance factor as follows:

1. Five percent of the factor will be deducted for any month in which a TIMP update is not submitted.
2. Ten percent of the factor will be deducted for any month in which a scheduled agency coordination meeting is not held.
3. Five percent of the factor per incident will be deducted for any month in which an incident debriefing meeting is required but is not held.
4. These incident factors will accumulate and reduce the final total amount paid.

The incorporation of the design elements for traffic incident management will not be measured and paid for separately but shall be included in the work.

All additional signing, traffic control devices and flagging will be measured and paid for per Section 630. Appropriate signs or devices used for project related traffic control will be used to implement the TIMP and will not be paid for as part of the implementation of the TIMP.

| Pay Item | Pay Unit |
| --- | --- |
| Traffic Incident Management Plan Development | Lump Sum |
| Traffic Incident Management Plan Implementation | Month |

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**Instructions to Designers**: (Delete instructions and symbols from final draft)

♦ The Designer shall review the Guidelines for Developing Traffic Incident Management Plans for Work Zones to determine the elements appropriate for the project.

▲ If Courtesy Patrol is included in the project, the designer shall add the separate Courtesy Patrol specification to the project specifications.

♥ Insert name of existing traffic incident management plan, if one exists. Otherwise, delete this sentence.

♣The Designer should not include the Courtesy Patrol Spec if State Patrol or a local law agency can provide these services. The designer shall coordinate with the agency to determine if drop sites will be allowed.