

**New Jersey Department of Transportation
CORRECTIVE ACTION NOTICE**

CAN No. 062

QUALITY MANAGEMENT SERVICES

Director: Lynn Rich

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**Approved: Lynn Rich
Date: 6/17/05**

Subject: Traffic Impacts & Lane Closures

Bureau(s) Affected: All Units involved with the development or administration of work impacting traffic
All Consultants and Contractors (DOT or third party)

Description of Issue(s): The Department is emphasizing the importance of limiting traffic impacts as noted in BDC04S-18 and the new Policy & Procedure dated 5/6/05 directing what actions the various units must take regarding traffic impacts. The development of the plans must also be revised to reflect this, including the instructions provided for Traffic Control Plans in the Standard Details and Sample Plans.

Corrective Action Plan: Until revisions to the Standard Details and Sample Plans are issued, the designers shall include the following notes to the General Notes of the Traffic Control Plans:

1. On a weekly basis, all planned lane and/or shoulder closures, and other traffic impacts for the seven (7) day period starting on the following Monday shall be submitted to the Resident Engineer by 8 AM of each Friday on Weekly forms provided by the Department. This submittal shall include all temporary and permanent closures, staging changes, detours, and other traffic impacting changes. Permanent closures and impacts are those that will be continuously in place for at least 24 hours.
2. Each day of temporary closures and traffic impacts shall be submitted to the Resident Engineer at least 28 hours in advance of the closure or traffic impact on Daily forms provided by the Department.
3. All temporary weekend closures shall be submitted to the Resident Engineer by 8 am on the immediately preceding Friday using the same forms for the daily submittals.
4. Any deviation from the lane closure schedule and traffic patterns provided in the contract documents including but not limited to: change in hours, use of lane shifts, shoulder closures, alternating traffic patterns, moving operations, and traffic slow downs, shall be submitted in writing to the Resident Engineer at least eight (8) days in advance of the proposed change.

The responsibility of each unit to ensure that this directive is carried out shall be as follows:

- **Bureau of Traffic, Access & Landscape & Regional Maintenance Permit Offices**
Ensure that developer permits incorporate the appropriate notes.
- **Bureau of Quality Assurance & Bureau of Maintenance Engineering & Support**
Ensure that the P.S.&E. documents have incorporated the appropriate notes, or issue by addenda as required.
- **Resident Engineers** – Since the Policy is effective for all, use the above in establishing requirements with the contractors on existing contracts.

Implementation: Immediately