



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

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August 16, 2007

MEMORANDUM TO: Division Engineers
FROM: J. Stuart Bourne, P.E.
State Work Zone Traffic Engineer
SUBJECT: Work Zone Safety & Mobility Update

Thank you for your input on the Work Zone Safety and Mobility Policy. I would like to provide an update on the progress of the Work Zone Safety and Mobility (WZSM) Committee since we met with you in November 2006. The Committee believes the Policy will communicate the Department's commitment to safety and mobility in work zones. On July 12, 2007 the Board of Transportation adopted the Policy. The Policy has been forwarded to Mr. John Sullivan, FHWA, for his approval to meet the FHWA's implementation deadline of October 12, 2007. This approval will spark the beginning of implementation of the Policy and Guidelines over the next few years. We expect the Guidelines to continue to grow and provide more information to you over time.

We still need your input on the processes and procedures that need to be developed to achieve the goals of the Policy. We would like these procedures to integrate easily into your existing processes. The following is an update of areas of implementation of the Policy:

TIP Projects

The Work Zone Traffic Control Unit (WZTCU) has already begun working with your staff to determine the level of project significance. Determining the level of "Significance" of a project begin as early as the Planning Scoping meetings.

Division Projects (TIP, BPOC, DDL, DPOC, etc.)

For Division designed activities, your staff should begin to implement the elements of the Policy as soon as possible. We recognize that executing the strategies in the Guidelines will be an iterative and dynamic process. We also understand it will take Department input and effort to perfect what we have started. The Committee will work with your staff to implement the Policy and collect feedback to help develop processes and procedures that will work for your Division. We can also provide an example of our Unit's procedures or examples of what other Division's have developed.

Maintenance Activities (Road Maintenance, Routine Bridge Maintenance, Traffic Services, etc.)

The "Expanded Maintenance Pilot" program will conclude in September. At that point, the Committee hopes to have collected valuable feedback to help develop additional tools maintenance crews can use to document our efforts to increase safety and mobility.

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We have also developed a "Tool Box" of items to assist you in implementing the Policy. The documents summarize the important parts of the Policy/Guidelines. Below is a list and brief description of these documents:

Designated Person for Divisions

The Committee felt it would be helpful to establish a "point person" for each Division. This person would be someone from the WZTCU that would be familiar with the Policy and would be available to answer any questions a Division might have. A list of assignments is currently being formed.

Significant Project Criteria Chart

This chart would be the initial step used in determining the level of significance for any project / activity. Amended slightly from the last submission to address differences in TIP Projects and Maintenance type activities.

Draft Significant Project Outline

This document is a new document created by the Committee to provide a one-page summary of the Goals, Objectives, and Strategies (included in the Policy guidelines you already have). The document can be used as a tool for determining what needs to be done on a Significant Project to provide a Transportation Management Plan (TMP) that meets the intent of the Policy. More detailed information about the intent of each of the bullets in the outline can be found in the Policy Guidelines.

Division Activity Checklist

This is a checklist for significant projects/activities that may have smaller scopes and/or durations. By working with your staff, we know this includes routine maintenance, but it may also include other activities yet to be defined. This document can be used as a tool for determining what needs to be done on a significant project/activity to provide a TMP that meets the intent of the Policy. This has not changed since the last submission and is currently being used as one of the tools for the "Extended Maintenance Pilot" program by over 10 County Maintenance Engineers.

On September 18, 2007 we plan to have a Web Conference to discuss these updates and plans for implementation with all 14 Divisions. You should have already received an e-mail from Mr. Lawrence Gettier, P.E. Expect to see more details and an agenda by the beginning of September.

Again, we appreciate your allocation of staff and resources to help our committee develop the Work Zone Safety and Mobility Policy and Guidelines. If you have questions or comments at any point, feel free to contact me.

JSB

Attachments

cc: Ms. Deborah Barbour, P.E., Att.
Mr. Steve Varnedoe, P.E., Att.
Mr. Jon Nance, P.E., Att.