



**CITY OF  
SWIFT CURRENT**  
where life makes sense

**SECTION 01353  
SPECIAL PROCEDURES FOR TRAFFIC CONTROL**

**MARCH 2019**



## CONSTRUCTION SPECIFICATIONS

SECTION: 01353

### SPECIAL PROCEDURES FOR TRAFFIC CONTROL

Page 1

---

<b>1</b>	<b>GENERAL .....</b>	<b>2</b>
1.1	DESCRIPTION .....	2
1.2	DEFINITIONS .....	2
1.3	REQUIREMENTS .....	2
<b>2</b>	<b>PRODUCTS .....</b>	<b>2</b>
2.1	TRAFFIC SIGNS AND DEVICES .....	2
2.2	TRAFFIC ACCOMODATION SUPERVISOR.....	2
2.3	FLAG PERSONS .....	3
<b>3</b>	<b>EXECUTION .....</b>	<b>3</b>
<b>4</b>	<b>ROAD CLOSURE PERMIT .....</b>	<b>4</b>

## 1 GENERAL

### 1.1 DESCRIPTION

- 1.1.1 This section refers to the supply, administration, and maintenance of traffic accommodation and control.

### 1.2 DEFINITIONS

- 1.2.1 **Work Area:** is the area or location of the actual traffic disruption or hazard. There may be several Work Areas within the Work Zone.
- 1.2.2 **Work Zone:** is the area extending from the first advance warning sign (“Construction Ahead”) to the point beyond the Work Area where traffic is no longer affected (“End of Construction”).
- 1.2.3 **Traffic Accommodation Plan:** is the collection of plans and written procedures detailing the traffic accommodation activities for the project. The objective of a Traffic Accommodation Strategy is to safely accommodate both the road users passing through the Work Zone and the workers performing activities within the Work Zone.
- 1.2.4 **Short Duration Activities:** are activities which do not require an overnight traffic disruption. These projects may have mobile or stationary Work Areas and may involve work on or around the roadway, shoulders, or right-of-way.
- 1.2.5 **Long Duration Activities:** may have a duration of one or two weeks to several months. These activities may require the use of a large fleet of heavy equipment working in relatively long Work Zones, on and adjacent to the roadway surface.

### 1.3 REQUIREMENTS

- 1.3.1 The Contractor shall be responsible for all vehicular and pedestrian traffic accommodation on a 24 hours per day, 7 days per week basis for the entire term of the Contract, including all holidays. The Contractor shall guide traffic in the manner shown in submitted Traffic Accommodation plans.

## 2 PRODUCTS

### 2.1 TRAFFIC SIGNS AND DEVICES

- 2.1.1 Provide construction signing, delineation, and barricading that conforms to the most recent edition of the Saskatchewan Ministry of Highways’ *Traffic Control Devices Manual for Work Zones*.
- 2.1.2 Provide traffic control devices having a 3M or equivalent high intensity grade or higher reflective sheeting. All WE-A41 signs to be fluorescent diamond grade reflective sheeting.

### 2.2 TRAFFIC ACCOMODATION SUPERVISOR

- 2.2.1 The Contractor must provide a Traffic Accommodation Supervisor (TAS) at each Work Zone who holds a Saskatchewan Safety Council *Work Zone Traffic Accommodation Supervisor* or *Urban Work Zone* Certification.

## 2.3 FLAG PERSONS

- 2.3.1 Flag persons must be holders of a certificate of training in work zone flagging from Saskatchewan Highways and Transportation or equivalent.
- 2.3.2 Equip and outfit flag persons as specified in the latest edition of the *Manual of Uniform Traffic Control Devices* including clean, white apparel, a reflective vest, and a hard hat.

## 3 EXECUTION

- 3.1.1 Prior to the start of construction, the contractor shall provide the Project Manager with Traffic Accommodation and detour plans for each work zone to be approved.
- 3.1.2 Traffic accommodation plans shall be a detailed map of the work zone and surrounding area showing all required signage, flag persons, delineation, and closure areas. If multiple phases of construction are planned for the work zone, a separate plan must be provided for each phase.
- 3.1.3 The Contractor shall not proceed with construction operations until the Traffic Accommodation and detour plans are approved by the Project Manager.
- 3.1.4 Detour or restrict traffic as shown on the Traffic Accommodation and detour plans unless otherwise approved by the Project manager. In case of emergency, immediately provide appropriate traffic accommodation and obtain approval as soon as possible.
- 3.1.5 Protect all obstruction and excavations remaining overnight with barricades, concrete jersey barriers, barrels, or any combination thereof. Equip all of the foregoing with reflective material.
- 3.1.6 Keep travelled way clear of debris and of sufficient width for the required number of lanes of traffic.
- 3.1.7 Maintain at least one road access and egress to all private properties abutting Place(s) of Work unless otherwise directed by the Project Manager.
- 3.1.8 Periodically adjust accommodations as required to suit changing site conditions. Changes must meet the approval of the Project Manager.
- 3.1.9 When using private roadways or private property:
- Obtain the express written consent of the landowner.
  - Repair any damages to land, crops and fences resulting from use, to the satisfaction of the landowner.
  - Provide confirmation to the Project manager that the private property has been left in a condition satisfactory to the landowner at the conclusion of the work.
- 3.1.10 Produce and deliver written notification to each place of business and residence that will be affected by the planned street closures or parking restrictions at least 5 days prior to implementing them. Notice must contain a brief description of the work, start date and estimated duration of the project and a contact name and phone number if further explanation is desired.

- 3.1.11 If the traffic accommodation plan allows pedestrians to pass through the Work area, provide safe passage for them by effectively separating the pedestrian corridor from construction vehicles and equipment.
- 3.1.12 Do not store more Product on the roadway than is required for the task at hand. Storage of excavated material on the roadway is prohibited unless authorized by the Project manager.
- 3.1.13 Install all necessary traffic control devices, including information signs, prior to closing any portion of the road.
- 3.1.14 Clean and maintain all traffic control devices as required on a 24-hour basis, 7 days a week, including Sundays and holidays. Provide the City of Swift Current with the name and telephone number for an emergency service contact person. Ensure that the contact person understands the requirements to be available and is equipped with a cellular telephone. Ensure that the contact person has the experience and knowledge to deal with emergency situations.
- 3.1.15 Promptly cover or remove traffic control devices that conflict with the temporary conditions in force.
- 3.1.16 Inspect the traffic control devices daily, identify any deficiencies, and keep a record of the inspections. Immediately replace or clean any traffic control devices found to be deficient.
- 3.1.17 Provide stand mounted signs and secure stands with rubber weights, sandbags, or suitable posts firmly embedded in the ground. Signs are not permitted on barricades. Place signs so they are clearly visible to approaching traffic.
- 3.1.18 Orange speed limit signs may be installed only with written approval from the City or, if their use is specifically shown in the Traffic accommodation and detour plan.
- 3.1.19 Failure to provide, properly place or maintain the required accommodation equipment or personnel may result in the issuance of a stop work order until the problem is rectified. No claims will be considered for either costs incurred or extensions to the Contract completion date as a result of such order.
- 3.1.20 Promptly cover or uncover traffic control devices to reflect their applicability as conditions change.
- 3.1.21 Ensure that flag persons wear the required safety equipment and apparel at all times while on duty and, that they are mentally alert, skilled in their duties, courteous, and well supervised.

#### **4 ROAD CLOSURE PERMIT**

A Street and Sidewalk Closure Permit is necessary whenever work requires the use of City road rights-of-way. The City must grant approval before any travel lane or sidewalk is closed for any reason. To obtain a permit, an application form must be filled out and submitted to the City Engineering department a minimum of five (5) business days prior to the intended closure date.



## CONSTRUCTION SPECIFICATIONS

SECTION: 01353

### **SPECIAL PROCEDURES FOR TRAFFIC CONTROL**

Page 5

---

All affected parties should be notified a minimum of two (2) working days before work commences. This may include authorities, such as fire, police, and emergency services, and owners of property fronting along or in the vicinity of the work to be performed.

The Street and Sidewalk Closure Permit Request form can be found below or on the City of Swift Current website.



CONSTRUCTION SPECIFICATIONS

SECTION: 01353
SPECIAL PROCEDURES FOR TRAFFIC CONTROL



Street and Sidewalk Closure Permit Request

Infrastructure and Operations Department
2074 South Service Road West
Swift Current, Saskatchewan S9H 5J6
Phone: 306-778-2748 Fax: 306-773-9386
Email: eng@swiftcurrent.ca

Submit to the Infrastructure & Operations department a minimum of 5 business days prior to the intended closure date.

Application Date: City Project (If Applicable):

Contact Information

Company Name:

Applicant Name:

Name of Contractor doing work for Company/Applicant:

Phone: Fax:

24 Hour Emergency Phone: Email:

Location, date and time, and traffic control plan information

I request approval to close (check all that apply): Direction:

- Northbound Southbound Eastbound Westbound
Curb lane Right turn lane Centre lane Left Turn Lane
Sidewalk Full Closure Alley

Road/Street Name:

Location Description:

Date & Time Information: Dates: to

Hours: to

Purpose:

Is this an event closure? Yes No

Will this work require any repairs: Yes No If Yes, Please fill out the City Concrete/Asphalt Repair Request Form attached.



CONSTRUCTION SPECIFICATIONS

SECTION: 01353

SPECIAL PROCEDURES FOR TRAFFIC CONTROL

Traffic Control Plan:

a) Swift Current Traffic Accommodation Manual Figure Number \_\_\_\_\_

OR

b) A sketch (attach separately) indicating signage, taper lengths, direction of traffic, work area, and north arrow.

Traffic control persons (flag persons) on duty?  Yes  No If yes, how many? \_\_\_\_\_

I understand that it is the contractor's responsibility to provide, install and maintain all necessary traffic control signage and materials required for the Traffic Control Plan.  Yes  No

Application Checklist

I HEREBY AGREE to the terms stipulated herein and further agree to indemnify and save harmless the City against any and all claims, actions, or expenses whatsoever or by whomsoever brought against the City by the reason of the City granting us this Road and Sidewalk Closure Permit.

\_\_\_\_\_
Date

\_\_\_\_\_
Applicant Signature

Office Use Only PERMIT STATUS

Impact to Swift Transit  Impact to Garbage Collection  Emergency services

Saskatchewan Trucking Assos. (Truck Route)

Request is denied for the following reason(s): \_\_\_\_\_

Request is approved with the following change(s): \_\_\_\_\_

Request is approved as submitted

\_\_\_\_\_
Date

\_\_\_\_\_
Approval Signature