

Iowa DOT Policies and Procedures

Title Work Zone Safety and Mobility		Policy No. 500.18
Responsible Office Bureaus of: Traffic Operations & Safety; Construction & Materials; Design.		Related Policies and Procedures
Effective/Revision Dates 10-18-2021/ 12/22/2025	Approval(s) Wesley W. Musgrove	

Authority: Director of the Systems Operations Division

Contents: This policy establishes guidance for providing safe and efficient movement of traffic in work zones. This policy also fulfills the requirements of 23 CFR Part 630, Subpart J and K.

Affected Offices: District Offices; Bureaus of Bridges and Structures; Contracts and Specifications; Construction & Materials; Design; Local Systems; Location and Environment; Maintenance; Project Management; Systems Planning; Outreach and Development; Traffic Operations & Safety.

Who to Contact for Policy Questions: Traffic Operations & Safety, telephone: 515-239-1557.

Definitions:

Manual on Uniform Traffic Control Devices (MUTCD) - current edition as adopted in Iowa Administrative Code 761—Chapter 130.

Mitigation Strategies – Any strategy used during the planning, design, letting, staging or implementation of a work zone to manage mobility and safety impacts of a project. Strategies include, but are not limited to: coordinating the scheduling and staging of adjacent projects; limiting lane closures and shoulder closures to low-volume times; lane rental; schedule incentives; intelligent work zone devices (cameras, dynamic message signs, queue detection and warning, speed feedback signs); Traffic Incident Management (TIM) plans; quick clearance of disabled vehicles; traffic control monitoring; extra enforcement; public information outreach; etc.

Public Information & Outreach (PIO) Component - Communication strategies that inform affected road users, the general public, area residences and businesses, and appropriate public entities about the project, the expected work zone impacts, and the changing conditions on the project.

Significant Project – All Interstate system projects that use federal funds that are within the boundaries of a designated Transportation Management Area (TMA) having three or more days of continuous lane closures within the TMA.

Temporary Traffic Control (TTC) Plan – a plan describing the traffic controls to be used to facilitate vehicle and pedestrian movements where road user conditions are changed because

of a work zone or incident by the use of temporary traffic control devices, flaggers, uniformed law enforcement officers or other authorized personnel.

Traffic Incident Management (TIM) Plan – A plan created to facilitate quicker emergency response, diversion routes, and incident clearance.

Traffic Operation (TO) Component – Identifies strategies that will be used to mitigate impacts of the work zone on the operation and management of the transportation system within the work zone impact area.

Transportation Management Area (TMA) – An area designated based on an urbanized population of 200,000 or more. In Iowa, there are three Transportation Management Areas: Davenport, Des Moines and Omaha (Council Bluffs).

Transportation Management Plan (TMP) – A plan that contains the strategies used to manage the work zone impacts of a project. A TMP shall always consist of a Temporary Traffic Control (TTC) plan, and may contain a Traffic Operation (TO) component, and a Public Information (PI) component:

For significant projects - All three components (TTC, TO and PIO) shall be included in the TMP.

Forms: None

Policy and Procedure:

I. Policy

It is the policy of the Iowa Department of Transportation to provide safe, reliable, and efficient travel through work zones on Iowa's highway system. This is accomplished by identifying and implementing mitigation strategies to address safety and mobility challenges while ensuring project constructability. The safety of motorists, pedestrians and workers shall be paramount during consideration and selection of these mitigation strategies.

II. State-Level Procedures

- A. Work Zone Management shall implement systematic procedures during project development to assess the safety and mobility impacts caused by road work activities. These procedures shall examine and promote implementation of mitigation strategies to manage and/or mitigate sustained work zone impacts.

Work Zone Management shall use historical and real-time field observations, available work zone crash data, available safety surrogate data, available operational information, and available exposure data to monitor and manage work zone impacts on specific projects during construction to improve mobility and safety to improve standards and processes on future projects. This data shall be used to calculate and track two performance measures:

- Safety: Total number of work zone crashes on the primary highway system from submitted crash reports.
 - Mobility: Total user delay, measured in minutes, for all work zones reported in Iowa 511
- B. Work Zone Management shall establish standards, specifications, guidelines, and appropriate methods of payment that address the use of positive protection devices between the work space and motorized traffic, installation and maintenance of temporary traffic control devices, and use of uniformed law enforcement officers during construction, utility, maintenance operations, and safe entry/exit of work vehicles into/from the travel lanes that comply with 23 CFR Part 630 Subpart K—Temporary Traffic Control Devices.
- C. Work Zone Management shall conduct training for personnel involved in the development, design, implementation, operation, inspection and enforcement of work zone traffic management. Periodic training updates shall be conducted that reflect current industry practice and State processes and procedures.
- D. Work Zone Management shall conduct programmatic reviews complying with 23 CFR Part 630 Subpart J every five years to assess the effectiveness of work zone safety and mobility procedures. At a minimum, these reviews shall include a representative sample of the State's work zones to match the performance measures previously identified.
- E. Work Zone Management shall develop and implement procedures for development of Traffic Incident Management Plans that are commensurate with the complexity, safety and mobility risk of the project.
- F. Work Zone Management shall provide a list of Significant Projects to FHWA upon request.

III. Guidelines

- A. The safety and mobility of road users and workers in temporary traffic control zones shall be an integral and high-priority element of every project from planning through design and construction. Similarly, maintenance and utility work shall be planned and conducted with the safety and mobility of all motorists, bicyclists, pedestrians and workers considered at all times.
- B. All work activities that affect road users will require a Temporary Traffic Control (TTC) Plan. For most projects, a TTC Plan is sufficient to meet the safety and mobility needs of all roadway users and workers. The TTC Plan shall be developed according to the guidelines in Part 6 of the Manual on Uniform Traffic Control Devices, the Design Manual, and other applicable standards. The TTC Plan may consist of notes, standard road plans, and project-specific drawings that address the necessary traffic control in enough detail to accommodate traffic through the project.
- C. A Transportation Management Plan (TMP) shall be developed for Significant Projects to address both TO and PIO components. Exceptions to FHWA's Significant Projects requirements must be approved by FHWA.

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Any exception to this policy must be approved by the Director of the Systems Operations Division.