

Guidelines for Use of Extra-Enforcement in Iowa Department of Transportation Work Zones



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BACKGROUND

On December 5, 2007, the FHWA issued the final rule on Temporary Traffic Control Devices. A part of this rule [630.1106(c)] requires state highway agencies to disseminate guidelines that address the use of law enforcement (extra enforcement) in work zones.

DETERMINATION CRITERIA

A number of conditions may indicate a need for or benefit of extra enforcement in work zones. In general, the need for extra enforcement is greatest in situations with high traffic speeds and volumes, and where the work zone is expected to result in substantial disruption to or changes in normal traffic flow patterns. Specific conditions should be examined to determine the need for or potential benefit of extra enforcement, such as the following:

1. Frequent worker presence adjacent to high-speed traffic without positive protection devices
2. Complex or very short-term changes in traffic patterns
3. Night work
4. Existing traffic conditions or crash histories which could cause congestion
5. Work zone operations that require brief stoppage of all traffic in one or both directions
6. High speed roadways where unexpected or sudden traffic queuing is anticipated
7. Situations with higher potential for incidents due to high traffic generated by special events
8. Other work site conditions where traffic may present a higher risk for workers and road users

ENFORCEMENT STRATEGIES

Three primary enforcement strategies have been identified by Iowa DOT. The following strategies will be executed by ISP or local law enforcement:

1. Dedicated extra enforcement at specific work zones.
 - a. Stationary enforcement where patrol vehicles are static and positioned at various points in advance of or within the work zone.
 - b. Circulating patrols where the vehicles patrol on a random pattern

- throughout work zone and approaches to the work zone.
- c. ISP Aircraft observing traffic violations from the air.
- 2. General strategic alignment between DOT, ISP, and local law enforcement agencies.
 - a. Work zone locations provided by DOT for monitoring and increased visibility in these areas as feasible during daily operations.
 - b. Combined efforts between DOT, ISP, and local law enforcement within identified safety corridors exhibiting high rates of motor vehicle crashes.
- 3. Local Media Campaigns
 - a. Topics could include general warnings about the presence of work zones, public education about increased fines in work zones, specifics about a particular work zone, and planned use of extra enforcement.

REQUEST PROCESS FOR DEDICATED EXTRA ENFORCEMENT

To arrange for dedicated enforcement at specific work zones, the Resident Construction Engineer (RCE), Highway Maintenance Supervisor (HMS), or designee will contact the [ISP District/Area](#) or local law enforcement representative nearest to the work zone of interest and provide a completed Extra Enforcement Request Form

[Iowa DOT Extra Enforcement Request Form](#)

[View Previously Completed Extra Enforcement Request Forms](#)

Three days' notice should be provided to facilitate scheduling of enforcement personnel except in emergency situations. Final scheduling is needed 24 hours prior to work beginning that requires active enforcement.

Once assigned, discussion between the extra enforcement personnel and the RCE, HMS, or designee should consist of the following:

1. Where and how the extra enforcement should be deployed (see Enforcement Strategies 1).
2. Hours and dates of extra enforcement
3. How to communicate between DOT staff and the extra enforcement personnel. This should include consideration for incidents and emergencies.
4. Other agreed upon issues

PAYMENT PROCESS FOR DEDICATED EXTRA ENFORCEMENT

The following costs are reimbursable by the DOT:

1. Actual out-of-pocket costs to the enforcement agency
 - a. Direct vehicle costs
 - b. Hourly costs for ISP or local law enforcement personnel

The following costs are not reimbursable by the DOT:

1. Routine patrol not associated with requested extra enforcement
2. Time for arrests and warrants that are not a direct result of the extra enforcement duties
3. Additional equipment or modification to the enforcement vehicle
4. Locally administered projects without prior arrangement
5. Other costs not agreed to between DOT and ISP or local law enforcement agency.

Reimbursable costs should be documented by invoice via email from ISP or local law enforcement agency to the Primary and Secondary (if applicable) Invoice Submission Email Addresses provided on the Extra Enforcement Request Form and should include:

1. Dates extra enforcement was utilized
2. Location description of extra enforcement
3. The number of hours for each date
4. ISP or local law enforcement personnel names

All costs reimbursed to ISP or local law enforcement are considered as non-participating for federal aid and shall utilize:

1. Project Numbers
 - a. Extra enforcement project numbers
 - i. Construction: NHSN-000-T(295)--2R-00
 - ii. Maintenance: NHSN-000-T(390)--2R-00
2. Cost Center
 - a. 631095 (Statewide Operations)
3. Spend Category
 - a. 4140 (Governmental Fund Transfers)
4. Function Code
 - a. 010 (Admin)

Process invoices for payment to ISP through the IET process.

Process invoices for payment to local law enforcement agencies via warrant.

The overall budget will be monitored by the Iowa DOT Work Zone Operations Engineer. Budget Allocations will not be made to individual districts.

CONTACT INFORMATION

Iowa DOT Work Zone Operations Engineer
https://iowadot.gov/construction_materials/Contacts

Iowa DOT Maintenance Bureau Director
<https://iowadot.gov/maintenance/Staff-contacts>

Iowa DOT Resident Construction Engineers (RCE) & Highway Maintenance Supervisors (HMS)
<https://iowadot.gov/districts/District-contacts>

Iowa State Patrol Districts
[Iowa State Patrol District Offices](#)

Local Law Enforcement
Iowa DOT RCE and HMS should maintain local law enforcement points of contact.