

MEMORANDUM

DATE: September 7, 2023

TO: All agencies who place traffic control

FROM: Brian Schadt, City Engineer

RE: Street Closures and Lane Reductions

The City of Davenport has a street closure and lane reduction policy and procedure in support of interagency coordination, emergency response, efficient solid waste collection, timely rerouting of bus transportation, general public health and safety, and an informed Council and citizenry.

Today, we are reaching out to all agencies who place traffic control with some important updates.

- The City is going to be more aggressive with enforcement of [City Code 12.40, Barricades](#).
- Requests for “planned” street closures and lane reductions need to be made no less than three (3) business days before work is proposed to start. Submit applications at www.davenportiowa.com/roadwork.
- Emergency requests should be reserved for true emergencies. In the case of emergency, submit applications as soon as practical and/or when the closure, lane reduction or detour is being placed, but no later than 8 a.m. on the following day.
- Work cannot commence until the Street Closure and Lane Reduction Application is received and approved. Once you receive the authorization to place the street closure, lane reduction and/or detour you are responsible to properly place and maintain the traffic plan.
- All street closures and lane reductions are to be removed immediately after the work is complete. Inspectors will be more actively ensuring this is complete.
- Any unnecessary street closures and lane reductions will be removed and the roadway reopened at the permittees expense.

Failure to follow this process and established policies will result in fines ranging from \$100 to \$300. The City has the right to, and will issue, a Notice and Order to Stop Work when



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necessary. Repeated failure to comply with this procedure may impact the ability to receive approval for subsequent applications for street closures and lane reductions.

As we head into fall, there are other changes you should be aware of.

First, we are moving our application portal to a new system. You will still access applications at www.davenportiowa.com/roadwork, but the site will look different. Applicants should find the same ease of application entry as with the prior system. In the future, the portal will also feature the ability to enter a Vendor # that will pre-populate address and contact information to reduce data entry steps.

Secondly, we are updating our records. Per Iowa DOT Section 2528, all agencies placing traffic control must maintain a Traffic Control Technician on staff. "The Traffic Control Technician is required to have attended and passed the exam in an ATSSA Traffic Control Technician, IMSA Work Zone Traffic Control, Iowa AGC Traffic Control Technician class, Minnesota DOT Traffic Control Supervisor training class, or Texas Engineering Extension Service Work Zone Traffic Control training class. This Traffic Control Technician is responsible for overall management of the Contractor's quality control program for traffic control. Starting April 2018, the Traffic Control Technician shall retake and pass the exam in one of the approved classes every 5 years." If you do not currently have a Traffic Control Technician on staff, you will need to provide proof of having a Traffic Control Technician on staff by December 31, 2023. Proof of the certification should be emailed to our new Assistant Traffic Engineering Manager, Jeri Vondera, at jeri.vondera@davenportiowa.com.

Lastly, as part of a Bi-State Regional Commission/Quad City Region initiative, the City of Davenport has added WAZE, <https://www.waze.com/live-map/>, to its public information tools. The addition of WAZE further supports the need to submit applications for lane reductions and closures timely to provide the most accurate information available to the traveling public and response agency coordination.

Thank you for time and attention to these matters.

If you have any questions, please feel free to reach out to me at 563.326.7786 or brian.schadt@davenportiowa.com.