LANE CLOSURE GUIDELINES

OBJECTIVE:
Provide guidance for the development and approval of various types of lane closure requests.
Detail the process for requesting approvals, necessary data to support a request.
Explains the types of requests by each Department and external requestors, who the primary points of contact are in the process and detail the Holiday and special event restrictions.

PURPOSE:
The Lane Closure Guideline supplements the Florida's Turnpike Enterprise (FTE) Lane Closure Policy and provides additional information about the procedures necessary for lane closures to be processed on the Turnpike system by each Department.

AUTHORITY:
Sections 338.2216, Florida Statutes

DEFINITIONS:

ADT:	Average Daily Traffic Volume
Department:	Florida Department of Transportation, Florida's Turnpike Enterprise
Emergency:	Any occurrence, or threat thereof, whether accidental, natural, technological, or manmade, in war or in peace, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property as defined under F.S. 252.34(3)
Engineer:	The Department's Engineer(s) authorized to monitor and control activities on the State Turnpike System, [F.S. 334.141]
FTE:	Florida's Turnpike Enterprise
Standard Plans:	FDOT Standard Plans (102-600 series), current edition
Lane Closure:	Temporary closure of one (1) or more through traffic lane(s), auxiliary lane(s), toll lane(s), ramp lane(s), moving operations, or traffic pacing
Moving Operations:	Some temporary work operations such as pothole patching and striping operations can be performed using moving vehicles in accordance with Standard Plans 102-600 and the MUTCD. Moving Operations are considered lane closures.
MUTCD:	Manual on Uniform Traffic Control Devices, current edition.
Other Roadways:	Other FDOT Districts, counties, municipalities affected by roadway closures.
PSCF:	Peak Season Conversion Factor
FDM:	Florida Department of Transportation Design Manual, current edition.
ProjectSolve:	Lane Closure Management tools currently used by FTE.
TMC:	Traffic Management Centers for Florida's Turnpike, located at Pompano Beach and Turkey Lake (Orlando).
Traffic Pacing:	The slowing of traffic to provide a maximum of 30 minutes of clear travel way for the contractor to work over existing travel lanes.
TDH:	Turnpike Design Handbook
Turnpike Mainline:	Homestead Extension of Florida's Turnpike (HEFT), Southern Coin System, Ticket System, Northern Coin System, and the Golden Glades Spur.

Turnpike System: The Turnpike Mainline and other Expressways/Parkways/Beltways owned and operated by the Turnpike. Including S.R. 528 Beachline Expressway, S.R. 429 Western Beltway, S.R. 417 Seminole Expressway and Southern Connector, S.R. 869 Sawgrass Expressway, S.R. 589 Veterans Expressway, S.R. 589 Suncoast Parkway, and S.R. 570 Polk Parkway.

GENERAL GUIDELINES:

No lane closure shall be performed on the Turnpike System without prior approval as dictated in the Lane Closure Policy, these guidelines, the FDM and/or the TDH. As noted in the Lane Closure Policy, all lane closures shall be submitted a minimum of 2 weeks in advance of the proposed closure and shall require a Traffic Control Plan (TCP). The TCP shall be submitted with the lane closure request and be subject to review and revisions as directed by the Department. Review of lane closure timeframes shall be in accordance with the Lane Closure Policy and shall also be evaluated against current and projected traffic volumes at the time of the proposed closure.

Generally, the Department considers multiple factors in evaluating the lane closure request, which typically includes a per lane volume threshold of 1,300 vehicles per hour, which may be lowered due to anticipated or planned events in the adjacent areas that may dictate a lower volume to reduce potential delays to customers and increase safety. As noted in the Lane Closure Policy, daytime and weekend lane closure requests are generally not desirable for the Turnpike and its customers, and therefore requests made for these periods must include sufficient justification of the need by the engineer of record (or requestor) and include current and projected traffic volumes anticipated at the time of closure, as well as detailed justification identifying the reasons that nighttime closures cannot be utilized for the proposed work. Current traffic volumes shall have been collected/obtained within the last calendar year (one year). Documentation needs to include current growth rates that were used along with the Peak Season Conversion Factors (PSCF).

The requesting party will be required to provide Portable Changeable Message Signs (PCMS) in advance of the planned closure activity and during the implementation of the TCP. The Department will review and approve or revise the message content required on all PCMS during the review and approval process for the requested closure. Typical message content will be as indicated in the attached.

Typical PCMS message content is intended to detail the time and location of the closure in advance, with closure information posted when the lane is physically closed to traffic. The examples provide advance notice and information during the closure as two separate message sets. The most frequently used message sets are provided for reference at the end of this document.

SUBMITTING A LANE CLOSURE REQUEST

ProjectSolve is the current software used by the Turnpike (TPK) to process lane closure requests on the system.

ProjectSolve website: https://workflowapps.pbid.com

Lane closure requests should be made using the process described in Table 1. The process is based on the type of lane closure request (Permit, TPK Design, TPK Roadway Maintenance, etc.).

Table 1: Lane Closure Request Process

Process Flow	Request Type & Responsible Party					
	Permit	**TPK Design**	**TPK Roadway Maintenance**	**TPK Construction**	**TPK Tolls**	**FDOT Projects (non TPK)**
Step #1 Initial Information Developed	Applicant Submits permit to TPK Permits Department	Design PM compiles initial information and develops NOW form.	Asset Maintenance contractor; OR TPK Structures Maintenance; OR TPK Roadway Maintenance	Contractor	Tolls Maintenance	District CEI or District Construction Staff
Step #2 Entry into ProjectSolve	TPK Permits Department enters into ProjectSolve	TPK Materials (Pavement Cores) EOR (Design Survey)	Contract Managers	CEI staff or Construction Project Manager	TPK Tolls Manager	TPK Permits Department
Step #3 Review (if notification submitted less than 2 weeks in advance)	District Maintenance Engineer (DME) reviews/approves or provides comments	TPK Materials Engineer (Pavement Cores)	District Maintenance Engineer (DME)	District Construction Engineer	Tolls Construction Manager	District Maintenance Engineer (DME) reviews/approves or provides comments
Step #4 Final Review (applies to all lane closure requests)	1. TPK Traffic Operations 2. TPK DTOE (if weekend, daytime, or ramp closure included) 3. TPK Director of Operations (if weekend, daytime, or ramp closure included)					

NOTE: Individual lane closure requests are required for the following:
- Bi-directional closure requests
- Multiple ramp closures
- Daytime and nighttime closures at the same locations for different activities

Detour plans and pacing operation plans are to be attached in the Lane Closure Request.

For all lane closures on the Turnpike System, notification via telephone **must be provided** to the Turnpike Regional Traffic Management Center (TMC) at the beginning (approximately one hour before implementation of each lane closure) and end of each lane closure activity. Contact information for the TMC is provided below:

> Pompano TMC at (954) 934-1370: Mile Post 0 to Mile Post 99, SR-91 SPUR (MP 0x - 4x), and Sawgrass Expressway

> Turkey Lake TMC at (407) 264-3363: Mile Post 100 to 309, including all Other Roadways except the Sawgrass Expressway

Holiday Lane Closures:

As holiday traffic increases on the Florida's Turnpike, providing all possible travel lanes and toll plaza lanes increases customer satisfaction and safety; therefore, no daytime or nighttime lane closures will be permitted during the holidays listed in this section. Holidays are subject to the same restrictions as Daytime and Weekend lane closures.

A Holiday Calendar will be developed by Traffic Operations each year for coordination with other stakeholders within the Turnpike. This Holiday Calendar will be reviewed each year during the Annual Holiday Traffic Meeting. Please refer to Table 2 for the restricted holiday calendar dates. In addition, please refer to Table 3 for Special Event restrictions.

Table 2: Holiday Calendar Restrictions between 2019 and 2022

Turnpike System-wide Holiday Lane Closure Restrictions[**]

Holidays	2019		2020		2021		2022	
	Date	Day	Date	Day	Date	Day	Date	Day
Martin Luther King Day	**21-Jan**	**Monday**	**20-Jan**	**Monday**	**18-Jan**	**Monday**	**17-Jan**	**Monday**
Restriction Starts	18-Jan	Friday 6:00 AM	17-Jan	Friday 6:00 AM	15-Jan	Friday 6:00 AM	14-Jan	Friday 6:00 AM
Restriction Ends	21-Jan	Monday 10:00 PM	20-Jan	Monday 10:00 PM	18-Jan	Monday 10:00 PM	17-Jan	Monday 10:00 PM
President's Day	**18-Feb**	**Monday**	**17-Feb**	**Monday**	**15-Feb**	**Monday**	**21-Feb**	**Monday**
Restriction Starts	15-Feb	Friday 6:00 AM	14-Feb	Friday 6:00 AM	12-Feb	Friday 6:00 AM	18-Feb	Friday 6:00 AM
Restriction Ends	18-Feb	Monday 10:00 PM	17-Feb	Monday 10:00 PM	15-Feb	Monday 10:00 PM	21-Feb	Monday 10:00 PM
Good Friday & Easter	**21-Apr**	**Sunday**	**12-Apr**	**Sunday**	**4-Apr**	**Sunday**	**17-Apr**	**Sunday**
Restriction Starts	19-Apr	Friday 6:00 AM	10-Apr	Friday 6:00 AM	2-Apr	Friday 6:00 AM	15-Apr	Friday 6:00 AM
Restriction Ends	21-Apr	Sunday 10:00 PM	12-Apr	Sunday 10:00 PM	4-Apr	Sunday 10:00 PM	17-Apr	Sunday 10:00 PM
Memorial Day	**27-May**	**Monday**	**25-May**	**Monday**	**31-May**	**Monday**	**30-May**	**Monday**
Restriction Starts	24-May	Friday 6:00 AM	22-May	Friday 6:00 AM	28-May	Friday 6:00 AM	27-May	Friday 6:00 AM
Restriction Ends	27-May	Monday 10:00 PM	25-May	Monday 10:00 PM	31-May	Monday 10:00 PM	30-May	Monday 10:00 PM
Independence Day	**4-Jul**	**Thursday**	**4-Jul**	**Saturday†**	**4-Jul**	**Sunday***	**4-Jul**	**Monday**
Restriction Starts	3-Jul	Wednesday 6:00 AM	3-Jul	Friday 6:00 AM	2-Jul	Friday 6:00 AM	1-Jul	Friday 6:00 AM
Restriction Ends	7-Jul	Sunday 10:00 PM	5-Jul	Sunday 10:00 PM	5-Jul	Monday 6:00 AM	4-Jul	Monday 10:00 PM
Labor Day	**2-Sep**	**Monday**	**7-Sep**	**Monday**	**6-Sep**	**Monday**	**5-Sep**	**Monday**
Restriction Starts	30-Aug	Friday 6:00 AM	4-Sep	Friday 6:00 AM	3-Sep	Friday 6:00 AM	2-Sep	Friday 6:00 AM
Restriction Ends	2-Sep	Monday 10:00 PM	7-Sep	Monday 10:00 PM	6-Sep	Monday 10:00 PM	5-Sep	Monday 10:00 PM
Veterans Day	**11-Nov**	**Monday**	**11-Nov**	**Wednesday**	**11-Nov**	**Thursday**	**11-Nov**	**Friday**
Restriction Starts	8-Nov	Friday 6:00 AM	11-Nov	Wednesday 6:00 AM	11-Nov	Thursday 6:00 AM	11-Nov	Friday 6:00 AM
Restriction Ends	11-Nov	Monday 10:00 PM	11-Nov	Wednesday 10:00 PM	11-Nov	Thursday 10:00 PM	13-Nov	Sunday 10:00 PM
Thanksgiving Week	**28-Nov**	**Thursday**	**26-Nov**	**Thursday**	**25-Nov**	**Thursday**	**24-Nov**	**Thursday**
Restriction Starts	27-Nov	Wednesday 6:00 AM	25-Nov	Wednesday 6:00 AM	24-Nov	Wednesday 6:00 AM	23-Nov	Wednesday 6:00 AM
Restriction Ends	2-Dec	Monday 10:00 PM	30-Nov	Monday 10:00 PM	29-Nov	Monday 10:00 PM	28-Nov	Monday 10:00 PM
Christmas Day & New Year's Day Period[**]	**25-Dec / 1-Jan**	**Wednesday**	**25-Dec / 1-Jan**	**Friday**	**25-Dec / 1-Jan**	**Saturday**	**25-Dec / 1-Jan**	**Sunday**
Restriction Starts	20-Dec	Friday 6:00 AM	23-Dec	Wednesday 6:00 AM	24-Dec	Friday 6:00 AM	23-Dec	Friday 6:00 AM
Restriction Ends	5-Jan (2020)	Sunday 10:00 PM	3-Jan (2021)	Sunday 10:00 PM	2-Jan (2022)	Sunday 10:00 PM	1-Jan (2023)	Sunday 10:00 PM

† Holiday Observance on Friday.
* Holiday Observance on Monday.
** Subject to change based on review.

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Special Events Lane Closure Restrictions*

Special Events	2019 Date	2019 Day	2020 Date	2020 Day	2021 Date	2021 Day	2022 Date	2022 Day	Locations Impacted
Daytona 500	17-Feb	Sunday	16-Feb	Sunday	21-Feb	Sunday	27-Feb	Sunday	SR 417
Restriction Starts	15-Feb	Friday (6:00 AM)	14-Feb	Friday (6:00 AM)	19-Feb	Friday (6:00 AM)	25-Feb	Friday (6:00 AM)	Seminole Expressway
Restriction Ends	18-Feb	Monday (10:00 PM)	17-Feb	Monday (10:00 PM)	22-Feb	Monday (10:00 PM)	28-Feb	Monday (10:00 PM)	Seminole Expressway
Bike Week	March 8-17	Friday - Sunday	March 6 - 15	Friday - Sunday	March 5 - 14	Friday - Sunday	March 4 - 13	Friday - Sunday	SR 417
Okeechobee, CO, Festival	March 7-10	Thursday - Sunday	March 5 - 8	Thursday - Sunday	March 4-7	Thursday - Sunday	March 3-6	Thursday - Sunday	SR 91
Restriction Starts	7-Mar	Thursday (6:00 AM)	5-Mar	Thursday (6:00 AM)	4-Mar	Thursday (6:00 AM)	3-Mar	Thursday (6:00 AM)	Mainline Exit 193
Restriction Ends	10-Mar	Monday (12:00 AM)	9-Mar	Monday (12:00 AM)	8-Mar	Monday (12:00 AM)	6-Mar	Monday (12:00 AM)	Mainline Exit 193
Miami - NASCAR		Thursday - Sunday	March 20-22	Thursday - Sunday		Thursday - Sunday		Thursday - Sunday	SR 821/SR 91
Restriction Starts		Thursday (6:00 AM)	19-Mar	Thursday (6:00 AM)		Thursday (6:00 AM)		Thursday (6:00 AM)	SR 821 MP 0-MP47
Restriction Ends		Monday (12:00 AM)	23-Mar	Monday (12:00 AM)		Monday (12:00 AM)		Monday (12:00 AM)	SR 91 MP 47-MP 100
Homestead-Miami Speedway Races	November 15 - 17	Friday - Sunday	November 13 - 15	Friday - Sunday	November 12 - 14	Friday - Sunday		Friday - Sunday	SR 821/SR 91
Restriction Starts	15-Nov	Friday (6:00 AM)	13-Nov	Friday (6:00 AM)	12-Nov	Friday (6:00 AM)		Friday (6:00 AM)	SR 821 MP 0-MP47
Restriction Ends	18-Nov	Monday (12:00 AM)	16-Nov	Monday (12:00 AM)	15-Nov	Monday (12:00 AM)		Monday (12:00 AM)	SR 91 MP 47-MP 100

* Subject to change based on

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FREQUENTLY USED PCMS MESSAGES

	PCMS Display Prior to Closure		**PCMS Display During Closure**	
Type of Closure	**Message 1**	**Message 2**	**Message 1**	**Message 2**
Mainline Full Closures	TPK TO CLOSE AT RD NAME	MMM DD-MMM DD XXPM-XAM	*TURNPIKE CLOSED AHEAD	FOLLOW DETOUR XXPM-XAM
Full Ramp Closures	**RAMP TO CLOSE XXPM-XAM	MMM DD-MMM DD	**RAMP CLOSED XXPM-XAM	FOLLOW DETOUR
Ramp Lane Closures	**RAMP TO CLOSE XXPM-XAM	MMM DD-MMM DD	**RAMP (RT or LT) LANE CLOSED	FOLLOW DETOUR XXPM-XAM
Lane Closures	NIGHTLY LANE(S) CLOSURES	MMM DD-MMM DD XXPM-XAM	LANE(S) CLOSED AHEAD	WORKERS PRESENT
Toll Closures	SUNPASS LANE(S) TO CLOSE	MMM DD-MMM DD XXPM-XAM	SUNPASS LANE(S) CLOSED	USE CASH LANE(S)
			NO CASH	DO NOT STOP

NOTES:
1. * TURNPIKE can be replaced with the facility name or SR #.
2. ** RAMP can be replaced with the EXIT # or NAME.
3. Date should be in the MMM DD format (Ex: FEB 23).
4. Messages are subject to change based on field conditions and review.

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